

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PUBLIC WORKS

DATE: NOVEMBER 23, 2021

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: HOGAN (VIA ZOOM)
DICKINSON
THOMAS
BRUNO
GERAGHTY
MERLINO

COMMITTEE MEMBER ABSENT:

SUPERVISOR: CONOVER

OTHERS PRESENT:

KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS
TIM BENWAY, DIRECTOR, PARKS, RECREATION & RAILROAD
THOMAS SZABO, SOLID WASTE AND RECYCLING COMPLIANCE COORDINATOR
RACHEL E. SEEBER, CHAIRWOMAN OF THE BOARD
RYAN MOORE, COUNTY ADMINISTRATOR
AMANDA ALLEN, CLERK OF THE BOARD
ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY

SUPERVISORS BRAYMER (VIA ZOOM)
LEGGETT
MAGOWAN
MCDEVITT (VIA ZOOM)
SMITH (VIA ZOOM)
STROUGH
WILD

REPRESENTING REVOLUTION RAIL CO:

ROBERT HART
MIKE DUPEE

REPRESENTING WILD WATERS OUTDOOR CENTER:

DOUG AZAERT
BRENT AZAERT

MIKE COLVIN, DIRECTOR, INFORMATION TECHNOLOGY
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
LEISA GRANT, PRINCIPLE ACCOUNT CLERK, TOURISM
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
KRISTEN MACEWAN, DEPUTY DIRECTOR, REAL PROPERTY TAX SERVICES
MIKE SWAN, COUNTY TREASURER
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

Please note, the following contains a summarization of the November 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: 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, aside from Ms. Hogan who attended the meeting remotely.

In the absence of Committee Chair Conover, Ms. Hogan, as Vice-Chair, called the meeting of the Public Works Committee to order at 10:34 a.m.

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

Motion was made by Mr. Bruno, seconded by Mr. Geraghty 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 Parks, Recreation & Railroad agenda which included the following requests:

1. To amend the contract with the South Warren Snowmobile Club for snowmobile trail maintenance and equipment to adjust the effective date from August 24, 2021 to January 1, 2021.

Motion was made by Mr. Geraghty, seconded by Mr. Bruno and carried unanimously to approve the request to amend the contract with South Warren Snowmobile Club as outlined above and the necessary resolution was authorized for the December 17th Board meeting. *A copy of the resolution request form is on file with the meeting minutes.*

2. To authorize a contract with the Hague Sno-Goers for snowmobile trail maintenance and equipment support in an amount not to exceed \$9,000 for the term commencing January 1, 2022 and terminating December 31, 2022.
3. To authorize a contract with the Northern Warren Trailblazers for snowmobile trail maintenance and equipment support in an amount not to exceed \$27,000 for the term commencing January 1, 2022 and terminating December 31, 2022.
4. To authorize a contract with the Thurman Connection for snowmobile trail maintenance and equipment support in an amount not to exceed \$27,000 for the term commencing January 1, 2022 and terminating December 31, 2022.
5. To authorize a contract with the South Warren Snowmobile Club for snowmobile trail maintenance and equipment support in an amount not to exceed \$27,000 for the term commencing January 1, 2022 and terminating December 31, 2022.

Motion was made by Mr. Dickinson, seconded by Mr. Merlino and carried unanimously to approve the requests as outlined above and the necessary resolutions were authorized for the December 17th Board meeting. *Copies of the resolution request forms are on file with the meeting minutes.*

6. To authorize an agreement with Revolution Rail Co. for use of the County-owned railroad tracks in the amount of \$40,000 for a term commencing January 1, 2022 and terminating December 31, 2022.

Motion was made by Mr. Dickinson and seconded by Mr. Bruno to approve the request as presented.

Representatives of Revolution Rail Co. spoke regarding their success, impact on tourism and their overall impact on the community during which they indicated they would like the County to consider allowing them to operate on the entire track and expand to offering longer runs utilizing the e-bikes they had developed.

Douglas Azaert, *representing Wild Waters Outdoor Center*, spoke regarding his organization's interest in expanding their business and potentially operating rail bikes in a section of the County Railroad not currently being utilized by Revolution Rail Co.

A discussion ensued during which Mr. Hajos questioned whether an RFP (*Request for Proposal*) was necessary when two different operators were seeking to operate on the same portion of the railroad tracks and Robert Terwilliger, *First Assistant County Attorney*, replied affirmatively. Ryan Moore, *County Administrator*, apprised an RFP could be structured in a manner which allowed potential bidders to bid on the entire railroad tracks or only portions they would like to use.

Following further discussion, Mr. Hogan called the question and the motion to authorize an agreement with Revolution Rail Co. for use of the County-owned railroad tracks was carried unanimously and the necessary resolution was authorized for the December 17th Board meeting. *A copy of the resolution request form is on file with the meeting minutes.*

Ms. Hogan inquired whether the Committee would like to discuss going out for an RFP for use of the remainder of the railroad tracks, but there was no response.

7. To authorize an agreement with Glamping ADK, LLC for rental of the Warren County Fairgrounds for luxurious camping in the amount of \$28,014 for a term commencing January 1, 2022 and terminating December 31, 2022.

A discussion ensued during which it was noted the terms of the contract should be from June 14, 2022 until September 7, 2022.

Motion was made by Mr. Dickinson, seconded by Mr. Bruno and carried unanimously to approve the request to authorize an agreement with Glamping ADK, LLC for a term commencing June 14, 2022 and terminating September 7, 2022 and the necessary resolution was authorized for the December 17th Board meeting. *A copy of the resolution request form is on file with the meeting minutes.*

8. To authorize an agreement with Charles Albertson to allow snowmobiles to use County Railroad right-of-way between MP 55.89 to MP 58.65 for a term commencing upon execution by both parties and terminating April 15, 2022.

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 December 17th Board meeting. *A copy of the resolution request form is on file with the meeting minutes.*

9. To amend the County Budget in the amount of \$450 to reflect receipt of a donations from Jason Foss Memorial.

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

Finally, a review of the Discussion Items portion of the agenda occurred which consisted of the 2021 Annual Stocking Graph. It was noted that the second discussion item regarding Mr. Azaert's request to use the County Railroad had been addressed earlier in the meeting.

Moving on to the Referral/Pending Items portion of the meeting, Mr. Hajos indicated they were still awaiting on the Town of Johnsbury regarding survey results and zoning on the property.

In regard to the Referral/Pending Item pertaining to the possibility of permitting electric bikes and scooters on the Warren County Bike Trail, Mr. Hajos indicated he believed they could hold another joint meeting of the Public Safety and Public Works Committees or discuss the matter in Public Works in January of next year to review the information he and Mr. Benway had compiled on the topic to determine whether to move forward with a Pilot Program. Ms. Hogan noted since Supervisor Diamond was spearheading this effort she believed they should hold off to allow him to weigh in on the matter.

Prior to moving into the review of the Solid Waste agenda, Mr. Azaert spoke regarding his efforts over the years to work in conjunction with other rafting companies and he encouraged the Committee to consider his proposal for use of a portion of the County-owned railroad tracks, indicating he believed competition to a certain extent was beneficial.

A discussion ensued.

Moving along to the Solid Waste agenda, the following requests were presented:

- 1) To transfer funds amongst various budget codes totaling \$25,557 to cover expenses from the salary of the new Solid Waste Recycling Compliance Coordinator, HHW coverage and local match for grant agreement.

Mr. Hajos noted the request included transferring \$10,000 from the Contingent Account to cover the local match of the Public Education/Promotion/Outreach grant.

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

- 2) To amend the County Budget in the amount of \$10,000 to reflect receipt of NYS DEC (*New York State Department of Environmental Conservation*) grant contract # DEC01-TO1100GF-3350000.

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

A review of the Discussion Items commenced as follows:

- 1) Composting Workshops - Thomas Szabo, *Solid Waste and Recycling Compliance Coordinator*, spoke about the Composting Workshops that had been held in conjunction with Warren County Soil & Water Conservation District which he believed were a success.
- 2) Permitting Waste Haulers - Mr. Szabo indicated he had begun following up with the waste haulers regarding the permitting process, adding he believed the majority of the applications for permits would be received in December. Mr. Hajos added the deadline for the waste haulers to obtain the required permits was January 15, 2021 following which they would be subject to penalties. He also noted the waste haulers would be required to submit quarterly reports to the County detailing where they transported materials.
- 3) Waste Wizard - Recollect - Mr. Szabo advised the Waste Wizard Program they purchased from Recollect using grant funding was a searchable database that would be added to the County website and was highly adaptable.
- 4) Contracts - Mr Hajos informed he had contacted the County's current waste haulers to inquire whether they would provide a discount or reduction of price that was being charged to the towns to which most of them were agreeable to. He mentioned the Zero Waste group had provided him with helpful information pertaining to how the County could obtain more money for their recyclable materials; however, he noted, the towns would have to bale and scale the product and then deliver it to the end user themselves, but they did not have the ability or means to do this.

Proceeding to a review of the Public Works agenda, Mr. Hajos presented the following requests:

- 1) To authorize a new contract with Darrah Land Surveying, PLLC for professional surveyor services pursuant to the terms and provisions of the specifications (WC 52-21) and proposal for a term commencing January 1, 2022 and terminating December 31, 2022 with the option to extend for up to two additional one year terms

Motion was made by Mr. Dickinson, seconded by Mr. Geraghty and carried unanimously to approve the request and the necessary resolution was authorized for the December 17th Board meeting. *A copy of the resolution request form is on file with the meeting minutes.*

- 2) To authorize new contracts with Peckham Road Corp., Luck Bros, Inc. and Kubricky Construction Corp., pursuant to the terms and provisions of the specifications (WC 62-21) and proposal for a term commencing upon execution by both parties and terminating December 31, 2020 with the option to extend for up two additional one year terms.

Motion was made by Mr. Geraghty, seconded by Mr. Dickinson and carried unanimously to approve the request as presented and the necessary resolution was authorized for the December 17th Board meeting. *A copy of the resolution request form is on file with the meeting minutes.*

- 3) To authorize a new contract with Stone Industries, LLC, for routine pumping, cleaning and disposal for septic systems pursuant to the terms and provisions of the specifications (WC 63-21) and proposal for a term commencing upon execution by both parties and terminating December 31, 2020 with the option to extend for up two additional one year terms.

Motion was made by Mr. Dickinson, seconded by Mr. Bruno and carried unanimously to approve the request and the necessary resolution was authorized for the December 17th 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 autobody repair services pursuant to the terms and provisions of the specifications (WC 71-21) and proposal for a term commencing upon execution by both parties and terminating December 31, 2020 with the option to extend for up two additional one year terms.

Motion was made by Mr. Geraghty, seconded by Mr. Dickinson and carried unanimously to approve the request and the necessary resolution was authorized for the December 17th Board meeting. *A copy of the resolution request form is on file with the meeting minutes.*

- 5) To amend the County Budget in the amount of \$500 to reflect receipt of insurance recovery payment for guiderail repairs.

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

- 6) For a transfer of funds in the amount of \$6,000 from Budget Code D.5110 120, Co. Roads, *Maintenance of Roads, Salaries-Overtime*, to Budget Code D.3310 120, Co. Roads, *Traffic Control, Salaries-Overtime*, to cover the increase in the cost of taping and painting of roads.

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

- 7) To increase Capital Project H396, *East River Drive (CR 16) & Call Street (CR 32) Rehabilitation*, in the amount of \$16,371.

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

- 8) To increase Capital Project H381, *South Johnsbury Road (CR 57) over Mill Creek*, in the Town of Johnsbury in the amount of \$13,000.

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

- 9) To fill the vacant position of MEO (M) #2, *Grade 9, Base Annual Salary \$38,251.*

Motion was made by Mr. Dickinson, seconded by Mr. Bruno and carried unanimously to approve the request and refer same to the Personnel, Administration & Higher Education for reporting purposes. *A copy of the Notice of Intent to File Vacant Position form is on file with the meeting minutes.*

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- 10) To enter into a new contract with The Fund for Lake George/LGA (*Lake George Association*) for Road Salt Reduction Grant Program for a term commencing January 1, 2022 and terminating December 31, 2022.

Mr. Hajos apprised The Fund for Lake George and LGA were willing to continue to move the Salt Reduction Program forward which the County had benefitted substantially from, but would require financial assistance in order to do so. He added the Town's of Hague and Lake George had committed \$10,000 each for this purpose, indicating he was leaving it up to the Committee to determine how much the County would like to contribute.

A discussion ensued regarding how much the County contribution should be following which a motion was made by Mr. Dickinson, seconded by Mr. Bruno and carried unanimously to approve the request to enter into a contract with The Fund for Lake George/LGA for Road Salt Reduction Grant Program for in the amount of \$50,000 as outlined above and the necessary resolution was authorized for the December 17th Board meeting. *A copy of the resolution request form is on file with the meeting minutes.*

Prior to proceeding to a review of the Discussion Items, Mr. Hajos noted he had a request that was not included in the agenda packet regarding a transfer of funds in the amount of \$39,000 from Budget Code D.3310 470, *Co. Roads, Traffic Control Contracts*, to Budget Code D.5112 8330 280, *Co. Roads, County Roads, 2021 Guide Rail Improvement Project Projects*, due to an increase in costs.

Motion was made by Mr. Dickinson, seconded by Mr. Bruno and carried unanimously to approve the request for transfer of funds as outlined above and refer same to the Finance Committee. *A copy of the resolution request form is 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 Projects and North Creek Sign Shop, which was long overdue for replacement.

Mr. Hajos noted the referral item regarding the Salt Reduction Program had been previously discussed and could be removed.

Ms. Hogan called for Privilege of the Floor/Public Comment, but there was none.

There being no further business to come before the Committee, on motion made by Mr. Dickinson, seconded by Mr. Bruno and carried unanimously, Ms. Hogan adjourned the meeting at 12:24 p.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board