

PUBLIC WORKS COMMITTEE
DPW AGENDA
September 27, 2022

Committee Members: *CONOVER*, Hogan, Dickinson, Thomas, Bruno, Merlino, and Strough

I. Committee meeting called to order by Chair

II. Approval of minutes of prior Committee Meeting

III. Action Agenda/New Business Items

1. Request: Amend Grant
Rationale: Olmstedville Road (CR 19) Reconstruction
2. Request: Increase Capital Project
Rationale: Olmstedville Road (CR 19) Reconstruction
3. Request: New Contract - Contractor
Rationale: Olmstedville Road (CR 19) Reconstruction
4. Request: Miscellaneous – Rescind Resolution
Rationale: Rescind Resolution 408 of 2022
5. Request: Transfer Funds
Rationale: Transfer surplus road project funds
6. Request: Amend Budget
Rationale: Amend D.9950 910 Transfers to Capital Projects
7. Request: Increase Capital Project
Rationale: Palisades Road (CR 26) over Brant Lake Inlet
8. Request: Increase Capital Project
Rationale: South Johnsburg Road (CR 57) over Mill Creek
9. Request: Increase Capital Project
Rationale: County Bridge & Culvert Projects
10. Request: Increase Capital Project
Rationale: Johnsburg Bridges Project
11. Request: Increase Capital Project
Rationale: East River Drive (CR 16) & Call Street (CR 32) Pavement Rehabilitation
12. Request: Miscellaneous – Authorize Intermunicipal Agreement
Rationale: To authorize Intermunicipal Agreement with Town of Bolton
13. Request: Miscellaneous – Authorize Memorandum of Understanding (MOU)
Rationale: To authorize MOU with Town of Warrensburg

IV. Discussion Items

1. Bay Road (CR 7) over Halfway Brook Bridge Replacement (Pending Items for Finance)
2. East River Drive (CR 16) & Call Street (CR 32) Pavement Preservation (Pending Items for Finance)
3. Budget Presentation

V. Referrals/Pending Items

VI. Privilege of the floor and public comment (please allow for 15 second delay on live stream meetings)

VII. Motion to Adjourn

Attachments

1. Resolution Request No. 6 - Amend Grant 2. Resolution Request No. 9 - Increase Capital Project, 3. Resolution Request No. 3 - New Contract, 4. Resolution Request No. 20 - Miscellaneous, 5. Resolution Request No. 10A - Transfer of Funds, 6. Resolution Request No. 7 - Amend Budget, 7. Resolution Request No. 9 - Increase Capital Project, 8. Resolution Request No. 9 - Increase Capital Project, 9. Resolution Request No. 9 - Increase Capital Project, 10. Resolution Request No. 9 - Increase Capital Project, 11. Resolution Request No. 9 - Increase Capital Project, 12. Resolution Request No. 20 - Miscellaneous, 13. Resolution Request No. 20 - Miscellaneous
2. Budget Summary

RESOLUTION REQUEST FORM NO. 6

Request to Amend or Extend Existing Grant

DEPARTMENT NAME: DPW

DATE: 9/27/22

- (a) Purpose of Grant Amendment: To add construction funding for PIN 1761.44 Olmstedville Road (CR19) Reconstruction, Town of Chester (H394)
- (b) Resolution No. which Authorized Original Application and Grant: 574 of 2019
- (c) Name of Grantor: NYSDOT
- (d) Address of Grantor: 50 Wolf Road, Albany, NY 12232
- (e) Grantor's Contact Person and Telephone Number: Josephine Carrasquillo 518-242-5074
- (f) Has or Will the Grant Amendment or Grant Extension be provided, if so, Please Attach? Attached
- (g) Effective Date of Amendment or Extension: upon execution
- (h) Termination Date of Amendment or Extension: 8/31/2028
- (i) Total Dollar Amount Involved (not to exceed): increase of \$6,231,356.00
- (j) Is a Budget amendment required? If yes, please complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (l) Is a Local Share Required? If Yes, Where are the Funds? List Budget Code, Object Code, Full Title* and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount: H394.9550 280 Olmstedville Road (CR 19) Reconstruction

Sample: A.1010 470 Legislative Board – Contract \$xx.xx

Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS

Sponsor: **County of Warren**
PIN: **1761.44** BIN: _____
Comptroller's Contract No. **D040068**
Supplemental Agreement No. **2**
Date Prepared: **6/23/2022** By: **jc**
Initials

Press F1 for instructions in the blank fields:

SUPPLEMENTAL AGREEMENT No. 2 to D040068 (Comptroller's Contract No.)

This Supplemental Agreement is by and between:

the New York State Department of Transportation ("NYSDOT"), having its principal office at 50 Wolf Road, Albany, NY 12232, on behalf of New York State ("State");

and

County of Warren (the Sponsor)
Acting by and through the **Board of Supervisors**
with its office at **4028 Main Street, Warrensburg, NY 12885.**

This amends the existing Agreement between the parties in the following respects only (check applicable categories):

Amends a previously adopted Schedule A by (check as applicable):

- amending a project description
- amending the contract end date
- amending the scheduled funding by:
 - adding additional funding (check and enter the # phase(s) as applicable):
 - adding phase **Construction and Construction Inspection** which covers eligible costs incurred on/after **4/8/2021**
 - adding phase _____ which covers eligible costs incurred on/after / /
 - increasing funding for a project phase(s)
 - adding a pin extension
 - change from Non-Marchiselli to Marchiselli
 - deleting/reducing funding for a project phase(s)
 - other (_____)

Amends a previously adopted Schedule "B" (Phases, Sub-phase/Tasks, and Allocation of Responsibility)

Amends a previously adopted Agreement by replacing the Appendix A dated January 2014 with the Appendix A dated October 2019

Amends the text of the Agreement as follows (insert text below):

Sponsor: **County of Warren**

PIN: **1761.44** BIN: _____

Comptroller's Contract No. **D040068**

Supplemental Agreement No. **2**

Date Prepared: **6/23/2022** By: jc
Initials

Press F1 for instructions in the blank fields:

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officials as of the date first above written.

SPONSOR:

SPONSOR ATTORNEY:

By: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

STATE OF NEW YORK

)ss.:

COUNTY OF **Warren**

On this _____ day of _____, 20__ before me personally came _____ to me known, who, being by me duly sworn did depose and say that he/she resides at _____; that he/she is the _____ of the Municipal/Sponsor Corporation described in and which executed the above instrument; (except New York City) that it was executed by order of the _____ of said Municipal/Sponsor Corporation pursuant to a resolution which was duly adopted on _____ and which a certified copy is attached and made a part hereof; and that he/she signed his/her name thereto by like order.

Notary Public

APPROVED FOR NYSDOT:

**APPROVED AS TO FORM:
STATE OF NEW YORK ATTORNEY GENERAL**

BY: _____
For Commissioner of Transportation

Agency Certification: In addition to the acceptance of this contract I also certify that original copies of this signature page will be attached to all other exact copies of this contract.

By: _____
Assistant Attorney General

Date: _____

COMPTROLLER'S APPROVAL:

By: _____
For the New York State Comptroller
Pursuant to State Finance Law ' 112

NYSDOT/State-Local Agreement – Schedule A

B. Summary of Other (including Non-allocated MARCHISELLI) Participating Costs FOR ALL PHASES For each PIN Fiscal Share, show current costs on the rows indicated as "Current." Show the old costs from the previous Schedule A on the row indicated as "Old." All totals will calculate automatically.

Other PIN Fiscal Shares	'Current' or 'Old' entry indicator	Funding Source	TOTAL	Other FEDERAL	Other STATE	Other LOCAL
1761.44.121.	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$0.00	\$0.00	\$0.00	\$0.00
1761.44.221	Current		\$0.00	\$0.00	\$0.00	\$0.00
	Old	STGB FLEX	\$100,309.00	\$80,247.00	\$0.00	\$20,062.00
	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
	Current		\$ 0.00	\$0.00	\$0.00	\$0.00
	Old		\$ 0.00	\$0.00	\$0.00	\$0.00
TOTAL CURRENT COSTS:			\$0.00	\$0.00	\$ 0.00	\$0.00

C. Local Deposit(s) from Section A:	\$ 0.00
Additional Local Deposit(s)	\$0.00
Total Local Deposit(s)	\$ 0.00

D. Total Project Costs All totals will calculate automatically.

Total FEDERAL Cost	Total STATE MARCHISELLI Cost	Total OTHER STATE Cost	Total LOCAL Cost	Total ALL SOURCES Cost
\$ 5,326,451.80	\$ 426,007.00	\$ 0.00	\$ 905,607.20	\$ 6,658,066.00

E. Point of Contact for Questions Regarding this Schedule A (Must be completed)

Name: Josephine Carrasquillo
Phone No: 518-242-5074

NYS DOT/State-Local Agreement – Schedule A

Footnotes: (See LPB's website for link to sample footnotes)

This Supplemental Agreement #2 adds the Construction and Construction Inspection for this phase to the project. Construction \$5,809,115.00 and Construction Inspection \$422,241.00 phase adds total \$6,231,356.00, approved 20/21 Marchiselli funds.

This Supplemental Agreement #1 adds the ROW Acquisition phase to the project. This SA #1 adds additional funds to the Design phase of the project and adds approved 20/21 Marchiselli funds to the Design phase of the project.

Marchiselli funding hereunder is limited by the amount authorized on the Comprehensive List. Additional Marchiselli funding is contingent on appropriate increase(s) to the Comprehensive List and the execution of a Supplemental Schedule A providing such additional funds. ROW Marchiselli funds will be requested in the 21/22 submission.

The Master Agreement was for the Design and ROW Incidentals phases of the project. Preliminary Design Phase I-IV (Authorize) = \$217,600.00; Detail Design Phase V-VI = \$93,196.00; ROW Incidentals = \$25,731.00.

RESOLUTION REQUEST FORM NO. 9

Request to Increase or Decrease or Amend Existing Capital Project or Capital Reserve Project*

****If this is the result of a grant award, also complete and submit Form No. 5 or 6***

DEPARTMENT NAME: DPW

DATE: 9/27/22

- (a) Exact Title and Number of Project*: H394 Olmstedville Road (CR 19)
Reconstruction, Town of Chester

- (b) Is this a Capital Project? Yes

- (c) Is this a Capital Reserve Project? No

- (d) Amount of Increase (if applicable): \$1,627,358.00

- (e) Amount of Decrease (if applicable):

- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
\$ 1,301,866.80 Federal Funding (80%)
\$ 244,103.90 State Funding (15%)
\$ 81,367.30 Local Funding (5%) (Transfer from D.9950 910 Transfer - Capital Projects)

- (g) Changes in Funding (if Amendment):

- (h) Purpose of Increase or Decrease or Amendment: To add construction phase funds
to account for low bid

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: DPW

DATE: 9/27/22

- (a) Is this a Result of a Bid or Request for Proposal? Bid WC 6-22
- (b) Purpose of Contract: Construction contract for PIN 1761.44 Olmstedville Road (CR19) Reconstruction, Town of Chester
- (c) Name of Contractor: Rifenburg Construction, Inc.
- (d) Address of Contractor: 159 Brick Church Road, Troy NY 12180
- (e) Contractor's Contact Person and Telephone Number: Russell Huta, 518-279-3265
- (f) Has or will the Contract be provided, if so, please attach: attached
- (g) Commencement Date of Contract: upon execution
- (h) Termination Date of Contract: upon completion
- (i) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed \$5,809,115.00
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, (with title), Object Code (with title), and Amount: OR Capital Project OR Capital Reserve Project Number, and Title, and Amount: H394.9550 280 Olmstedville Road (CR19) Reconstruction

WARREN COUNTY BID TABULATION SHEET

BID NO: WC 6-22 ITEM(S): OLMSTEDVILLE ROAD (CR19) RECONSTRUCTION - TOWN OF CHESTER, WARREN COUNTY, NY DATE: AUGUST 18, 2022 TIME: 3:00 P.M.	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER
	Rifenburg Construction, Inc. Attn: Russell Huta 159 Brick Church Road Troy, NY 12180 Ph: 518-279-3265	Peckham Road Corp. Attn: Tyler Pratt 438 Vaughn Road Hudson Falls, NY 12839 Ph: 518-792-3157	Kubricky Construction Corp. Attn: Suzanne Olden 269 Ballard Road Wilton, NY 12831 Ph: 518-792-5864
BID AWARDED TO:		RESOLUTION NO. XXX of 2022	
✓ JULIE A. BUTLER, PURCHASING AGENT		TERM: The work shall be substantially complete within 180 days after the date when the contract times commence to run and completed and ready for final payment within 240 days.	
PROJECT:	BID PRICE	BID PRICE	BID PRICE
BASE BID TOTAL FOR OLMSTEDVILLE ROAD (CR19) RECONSTRUCTION :	\$5,809,115.00	\$6,000,363.53	\$6,246,057.66
BID ALTERNATE 1:	\$627,000.00	\$676,897.00	\$658,581.95
TOTAL BID (BASE BID PLUS BID ALTERNATE 1):	\$6,436,115.00	\$6,677,260.53	\$6,904,639.61

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: 9/27/22

- (a) Purpose of Request: Rescind Resolution 408 of 2022

- (b) Details: Resolution 408 of 2022 authorized the implementation, and funding for the construction and construction inspection services for PIN 1761.44 Olmstedville Road reconstruction, Town of Chester based on engineers estimated costs. Prior to the agreement being signed NYDOT revised the State and Local agreement to account for the higher than anticipated low bid (WC 6-22).

- (c) Previous Resolution Number: 408 of 2022

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

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

* as listed in budget and LOGOS

Warren County Board of Supervisors

RESOLUTION NO. 408 OF 2022

RESOLUTION INTRODUCED BY SUPERVISORS CONOVER, HOGAN, DICKINSON, THOMAS, BRUNO, MERLINO AND STROUGH

AUTHORIZING THE IMPLEMENTATION, AND FUNDING IN THE FIRST INSTANCE 100% OF THE FEDERAL-AID AND STATE "MARCHISELLI" PROGRAM-AID ELIGIBLE COSTS, OF A TRANSPORTATION FEDERAL-AID PROJECT, AND APPROPRIATING FUNDS THEREFORE FOR THE OLMSTEDVILLE ROAD (CR 19) RECONSTRUCTION, TOWN OF CHESTER

WHEREAS, the Olmstedville Road (CR 19) Reconstruction, Town of Chester, P.I.N. 1761.44 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs of such program to be borne at the ratio of 80% Federal funds and 20% non-federal funds, and

WHEREAS, the County of Warren desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of Construction and Construction Inspection, now, therefore, the County of Warren duly convened does hereby

RESOLVE, that the Warren County Board of Supervisors hereby approves the above-subject Project, and it is further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the County of Warren to pay in the first instance 100% of the federal and non-federal share of Construction and Construction Inspection for the Project or portions thereof, and it is further

RESOLVED, that the sum of Three Hundred Thirty-Six Thousand Five Hundred Twenty-Seven Dollars and no cents (\$336,527.00) has been appropriated from Capital Project No. H394.9550 Olmstedville Road (CR 19) Reconstruction and made available to cover the cost of participation in the above phase of the Project, and it is further

RESOLVED, that the additional sum of Four Million Six Hundred Four Thousand One Hundred Forty-Eight Dollars (\$4,604,148) is hereby appropriated from Capital Project No. H394.9550 280 Olmstedville Road (CR 19) Reconstruction and made available to cover the cost of participation in the above phase of the Project, and it is further

RESOLVED, that in the event the full federal and non-federal share costs of the Project exceeds the amount appropriated above, the Warren County Board of Supervisors shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York State Department of Transportation thereof, and it is further

RESOLVED, that the Chair of the Warren County Board of Supervisors be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the County of Warren with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share

RESOLUTION No. 408 OF 2022

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of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible in a form approved by the County Attorney, and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further

RESOLVED, this Resolution shall take effect immediately.

REQUEST FOR TRANSFER OF FUNDS

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

FROM: DEPARTMENT OF PUBLIC WORKS

Name of Department

SIGNED: _____ DATE: 9/27/2022

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>	<u>TOWN</u>
D.5112.8313	280 Co Roads, 2020 CR#31 Horicon Road	D.9950 910	Co Roads, Transfers - Capital Projects	\$ 64,402.56	Horicon
D.5112.8314	280 Co Roads, 2020 CR#64 East Schroon River Road	D.9950 910	Co Roads, Transfers - Capital Projects	\$ 83,981.77	Chester
D.5112.8317	280 Co Roads, 2020 CR#60 Old Stage Road	D.9950 910	Co Roads, Transfers - Capital Projects	\$ 18,978.42	Lake Luzerne
D.5112.8318	280 Co Roads, 2020 CR#10 Schroon River Rd	D.9950 910	Co Roads, Transfers - Capital Projects	\$ 146,439.80	Warrensburg
D.5112.8319	280 Co Roads, 2020 CR#48 County Home Bridge Road	D.9950 910	Co Roads, Transfers - Capital Projects	\$ 1,696.32	Warrensburg
D.5112.8323	280 Co Roads, 2020 CR#67 Cameron Road	D.9950 910	Co Roads, Transfers - Capital Projects	\$ 8,293.19	Thurman
D.5112.8324	280 Co Roads, 2020 CR#56 White Schoolhouse Road	D.9950 910	Co Roads, Transfers - Capital Projects	\$ 65,652.91	Chester
D.5112.8325	280 Co Roads, 2020 CR#75 Ben Culver Road	D.9950 910	Co Roads, Transfers - Capital Projects	\$ 20,537.20	Chester
D.5112.8326	280 Co Roads, 2020 CR#58 West Mountain Road	D.9950 910	Co Roads, Transfers - Capital Projects	\$ 30,225.37	Queensbury
D.5112.8327	280 Co Roads, 2020 CR#72 Garnet Lake Road	D.9950 910	Co Roads, Transfers - Capital Projects	\$ 376.27	Johnsburg

<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:

Transfer surplus road project funds to cover capital project local match

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

****If this is the result of a grant award, also complete and submit Form No. 5 or 6***

DEPARTMENT NAME: DPW

DATE: 9/27/22

- (a) Purpose of Amendment: To increase D.9950 910 (Transfers - Capital Projects) in accordance with transfers of surplus road project funds to cover local match funds for various capital projects

- (b) Appropriation Code (with title), Object Code (with title) and Amount:

D.9950 910 - Interfund Transfers (\$440,583.81)

- (c) Revenue Code (with title), and Amount:

D.5010 5031 - Interfund Transfers (\$440,583.81)

RESOLUTION REQUEST FORM NO. 9

Request to Increase or Decrease or Amend Existing Capital Project or Capital Reserve Project*

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: DPW

DATE: 9/27/22

- (a) Exact Title and Number of Project*: Palisades Road (CR 26) over Brant Lake Inlet, Town of Horicon (H322)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable): \$21,437.00
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
\$21,437.00 D.9950 910 Transfers - Capital Projects
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: To increase local match funds for additonal construction and construction inspection work

RESOLUTION REQUEST FORM NO. 9

Request to Increase or Decrease or Amend Existing Capital Project or Capital Reserve Project*

****If this is the result of a grant award, also complete and submit Form No. 5 or 6***

DEPARTMENT NAME: DPW

DATE: 9/27/22

- (a) Exact Title and Number of Project*: South Johnsbury Road (CR 57) over Mill Creek, Town of Johnsbury (H381)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable): \$24,505.00
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
\$24,505.00 D.9950 910 Transfers - Capital Projects
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: To increase local match funds for additional construction and construction inspection work

RESOLUTION REQUEST FORM NO. 9

Request to Increase or Decrease or Amend Existing Capital Project or Capital Reserve Project*

****If this is the result of a grant award, also complete and submit Form No. 5 or 6***

DEPARTMENT NAME: DPW

DATE: 9/27/22

- (a) Exact Title and Number of Project*: County Bridge & Culvert Project, Various Towns, (H390)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable): \$141,500.00
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
\$141,500.00 D.9950 910 Transfers - Capital Projects
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: To increase capital project in accordance with 2022 budgeted allocation

RESOLUTION REQUEST FORM NO. 9

Request to Increase or Decrease or Amend Existing Capital Project or Capital Reserve Project*

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: DPW

DATE: 9/27/22

- (a) Exact Title and Number of Project*: Johnsbury Bridges (Glen Creek Road and Dippikill Roads), Town of Johnsbury (H393)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable): \$163,418.00
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
\$163,418.00 D.9950 910 Transfers - Capital Projects
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: To increase local match funds for the project construction phase

RESOLUTION REQUEST FORM NO. 9

Request to Increase or Decrease or Amend Existing Capital Project or Capital Reserve Project*

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: DPW

DATE: 9/27/22

- (a) Exact Title and Number of Project*: East River Drive (CR 16) and Call Street (CR 32) Pavement Preservation, Town of Lake Luzerne (H396)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable): \$12,750.00
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
\$12,750.00 D.9950 910 Transfers - Capital Projects
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: To increase local match funds for additional construction work

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

DEPARTMENT NAME: DPW

DATE: 9/27/22

(a) Purpose of Request: Authorize Intermunicipal Agreement with the Town of Bolton for the water main replacement as part of the Horicon Avenue over Finkle Brook Culvert Replacement (PIN 1761.07, H384)

(b) Details: The County is progressing the Horicon Avenue (CR 11) over Finkle Brook culvert Replacement project in the Town of Bolton. At the request of the Town of Bolton, the County's contractor for the project has agreed to carry out certain repairs and improvements to the existing town-owned waterline and appurtenances near the intersection of Horicon Avenue (CR 11) and Valley Woods Road (CR 11), adjacent to the project area. The requested waterline work is considered a betterment and therefore not eligible for reimbursement by NYSDOT under the existing grant. As such, the Town of Bolton has agreed to cover 100% of the costs for the additional work. This resolution request is to authorize an intermunicipal agreement between the Town of Bolton and the County to establish roles, responsibilities, and the mechanisms for depositing of funds, payment for the work and procedures in the event of cost underruns / overruns.

This agreement would set the following basic terms:

1. The Town of Bolton shall indemnify the County from any claims related to the existing and proposed waterlines and appurtenances involved in the work.
2. The cost of the work associated with the proposed waterline main replacement is **not** eligible for State-aid Culvert NY reimbursement as part of the Finkle Brook Culvert Replacement.
3. The Town of Bolton shall be responsible for paying 100% of the cost of the work associated with the proposed work.
4. The Town of Bolton shall assume ownership and maintenance responsibility for the waterline and any/all appurtenances upon completion of the work.
5. Final form and details of the agreement as approved by the County Attorney

(c) Previous Resolution Number: none

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

DEPARTMENT NAME: DPW

DATE: 9/27/22

(a) Purpose of Request: Authorize Intermunicipal Agreement with the Town of Warrensburg for assistance during the Balloon Festival.

(b) Details: The County is looking for assistance from the Town of Warrensburg during the Adirondack Balloon Festival to assist with traffic control, parking of cars. The Town will submit payroll expenses incurred for each employee who works to Superintendent of Public Works. County will reimburse the Town upon receipt of payroll expenses incurred.

(c) Previous Resolution Number: 418 of 2021 (Town of Queensbury)

Warren County Board of Supervisors

RESOLUTION NO. 418 OF 2021

RESOLUTION INTRODUCED BY SUPERVISORS MAGOWAN, BRUNO, WILD, SHEPLER AND STROUGH

AUTHORIZING MEMORANDUM OF UNDERSTANDING BETWEEN WARREN COUNTY AND THE TOWN OF QUEENSBURY FOR REIMBURSEMENT OF PAYROLL EXPENSES INCURRED DURING THE 2021 ADIRONDACK HOT AIR BALLOON FESTIVAL AT THE WARREN COUNTY (FLOYD BENNETT MEMORIAL) AIRPORT

WHEREAS, the Superintendent of Public Works is requesting the County enter into a Memorandum of Understanding with the Town of Queensbury to provide reimbursement to the Town for payroll expenses as a result of providing staff support during the 2021 Adirondack Hot Air Balloon Festival at the Warren County (Floyd Bennett Memorial) Airport, and

WHEREAS, the Town of Queensbury agreed to provide town highway personnel to assist with filling vacant shifts to remove trash, control traffic and park cars on the access roads and runways during the 2021 Adirondack Hot Air Balloon Festival, and

WHEREAS, the Town of Queensbury has delivered to the Superintendent of Public Works an accounting of the payroll expenses incurred by providing the assistance of Town staff during the 2021 Adirondack Hot Air Balloon Festival, reflecting a total cost of Three Thousand Seven Hundred Five Dollars and Ninety-One Cents now, therefore, be it

RESOLVED, that the Superintendent of Public Works be, and hereby is, authorized to execute a Memorandum of Understanding with the Town of Queensbury for reimbursement of payroll expenses incurred as a result of providing staff to fill vacant shifts during the 2021 Adirondack Hot Air Balloon Festival, in a form approved by the County Attorney, and be it further

RESOLVED, that the Memorandum of Understanding will commence upon execution by both parties and terminate upon payment of an invoice from the Town of Queensbury for an amount not to exceed Three Thousand Seven Hundred Five Dollars and Ninety-One Cents (\$3,705.91), and be it further

RESOLVED, that the funds for this invoice will be expended from Budget Code A.5610 470, Airport, Contract.

Summary of 2023 Budget

County Facilities (Airport and Building and Grounds)

A.1610 Fleet Management – Increase, Insurance, gas

A.1620 Buildings – Increase – salaries, benefits, gas, road material/contracts for nurses parking lot

A.1621 Building #11 – no increase

A.1624 HHS – Increase – salaries, benefits & building repairs, contract - elevator

A.5610 Airport – Increase – Salaries, benefits, electricity, heat, natural gas

DPW (Public Works, Parks Recreation and Railroad, Solid Waste)

A.1490 DPW Administration –minimal increase- primarily salaries

A.1626 West Brook Parking Lot – Increase with equipment - 2 street lamps

A.1627 Beach Road Parking Lot – Increase with parking lot gross up, Village keep 75%

A.1628 Waste Management – Increase in equipment – 2 – 40 yd compactors

A.7110 Parks and Recreation – Increase in salaries, benefits & internal equipment rental

A.7111 Up Yonda – decrease in benefits

A.7111.0198 Up Yonda Bed Tax – Flat

A.7112 Snowmobile Grant – Flat

A .7113 Railroad – Increase in heat, electrical, repair of heat pump

D.3310 Traffic – Increase in guiderail supplies, guiderail & striping contracts

D.5010 Highway Admin – slight Increase – employee benefits

D.5020 Engineering – decrease in employee benefits

D.5110 Maintenance of Roads – Increase salaries, benefits, oil gas heating, insurance, contracts

D.5112 County Roads – decrease in County Roads.

D.5142 County Snow Removal – Reduced – Supplies, Salt cost

D.5148 Services to Other Govt. –decrease

D.9950 – Transfers to Capital Projects – Local match increase of Co Bridge, Culvert and Federal Aid Projects

DM.5130 Machinery – Increase in salaries, oil gas heat, insurance and vehicle gas

DM.5140 Motor Fuel Farm – Flat

Park O&M

A.1625 Gaslight Village Property – Increase in electric, heating, insurance.

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: DPW.Maintenance Payroll Dept. No: 19.63
Title of Position: MEO (M) #25 Base Salary of Position: \$44966 Grade: 9
Filling at Step # (If Known): _____
Budget code and title: D.5110 MEO (M) #25 Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: 12107/DUELL Date of Vacancy: 09/02/2022
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. 209/9/22
Human Resources Director has approved this form when initialed. 1/7 9/9/22

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 7-12-2022

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 9/13/22

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 9/27/22

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

AUTHORITY FOR POLICY AND PROCEDURE

Resolution 155 of 2003, amended by Resolution Nos. 497 of 2006, 719 of 2006, 318 of 2007, 374 of 2011 and 259 of 2014, provides the policy and procedure for the establishment, filling and increasing or decreasing of salaries for positions within Warren County. Copies of the resolutions are available from the Clerk of the Board.

WHAT FORM TO USE

- For giving notice of intent to fill an existing vacant position, use this form.
- For creating a new position, complete Resolution Request Form No. 11.
- For increasing or decreasing salary of non-union position, complete Resolution Request Form No. 13.
- For reclassification of position, complete Resolution Request Form No. 14.

These forms are available from the Clerk of the Board.

HOW TO USE THIS FORM

Department heads must first file this notice of intent with the Human Resources Director/Personnel Officer for review and approval of position details. Once the form has been initialed by both the Human Resources Director and Personnel Officer, it should be forwarded on to the County Administrator for approval. The County Administrator shall furnish a copy of the notice to the Budget Officer. Once both the County Administrator and the Budget Officer have executed the form, a copy must be submitted by the Department Head to the Supervisory Committee with their regular agenda. Once signed by the Chair of the Supervisory Committee, the Notice of Intent shall be submitted to the Clerk of the Board, who shall report the action on the Personnel Committee agenda and forward the fully executed form to the Department Head.

OBJECTIONS

If either the County Administrator, Budget Officer or Supervisory Committee objects to the position being filled, each should affix their signature to this form indicating they have an objection. In this case, the department head is advised that the position may not be filled unless otherwise determined by the Board of Supervisors. All requests to fill vacant positions must be approved by the County Administrator, Budget Officer and a 2/3 majority vote of the Supervisory Committee or oversight Committee Chair approval as provided in the Rules of the Board.

NO OBJECTIONS

If the County Administrator, Budget Officer and Supervisory Committee have no objection to the position being filled, each should affix their signatures to this form indicating they have no objection.

PAPERWORK

To fill the position, complete the 426 Report of Personnel Change, attach the original of this form to the back of the 426, along with the Resolution approving same and submit to the Human Resources and Civil Service Department. Be certain to make a copy of both the 426 and this form for retention in your department files.

Department Heads are reminded that an oath of office must be filed in the Office of the County Clerk. Oaths of Office forms are available from the County Clerk.

MOTOR EQUIPMENT OPERATOR (MEDIUM)

GENERAL STATEMENT OF DUTIES: Operates one or more types of medium size automotive equipment and performs a variety of manual tasks in connection with such operation; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: These duties involve responsibility for the safe and efficient operation and care of moderately complex motor equipment in the performance of assigned tasks. Effectively works as an individual or as a member of a crew and coordinates efforts with other employees as appropriate. An employee in this class is also required to perform recurring manual duties related to the operation of the equipment. The work is usually performed under general supervision.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Operates a ten-wheel truck in connection with the hauling of material for road construction and repair;
Operates front end loader, roller of similar road construction machinery on construction and maintenance projects;
Operates a snow plow or related snow removal equipment;
Performs minor mechanical repairs on automotive equipment;
On assignment operates bulldozer, grader, shovel or other heavy automotive equipment;
Services assigned vehicle and maintains it in clean condition;
Loads and unloads trucks;
May perform a variety of simple manual tasks, such as cleaning culverts, shoveling snow, painting and road maintenance work;
Responds after normal working hours to emergency situations and during snow and ice events.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:

Good knowledge of the operation of trucks, tractors and other types of automotive equipment;
Ability to understand and carry out simple oral and written instructions;
Industry, dependability, good physical condition.

MINIMUM QUALIFICATIONS:

One (1) year of experience in the operation of motorized construction equipment.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS: Eligibility for an appropriate New York State Class A or B license with air brake endorsement. Possession at time of appointment.

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: DPW.Maintenance Payroll Dept. No: 19.63
Title of Position: MEO (M) #5 Base Salary of Position: \$44966 Grade: 9
Filling at Step # (If Known): _____
Budget code and title: D.5110 MEO (M) #5 Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: 13327/BENT Date of Vacancy: 08/26/2022
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. 9/9/22
Human Resources Director has approved this form when initialed. 1/9/22

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 9/12/2022

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 9/14/22

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 9/29/22

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

AUTHORITY FOR POLICY AND PROCEDURE

Resolution 155 of 2003, amended by Resolution Nos. 497 of 2006, 719 of 2006, 318 of 2007, 374 of 2011 and 259 of 2014, provides the policy and procedure for the establishment, filling and increasing or decreasing of salaries for positions within Warren County. Copies of the resolutions are available from the Clerk of the Board.

WHAT FORM TO USE

- For giving notice of intent to fill an existing vacant position, use this form.
- For creating a new position, complete Resolution Request Form No. 11.
- For increasing or decreasing salary of non-union position, complete Resolution Request Form No. 13.
- For reclassification of position, complete Resolution Request Form No. 14.

These forms are available from the Clerk of the Board.

HOW TO USE THIS FORM

Department heads must first file this notice of intent with the Human Resources Director/Personnel Officer for review and approval of position details. Once the form has been initialed by both the Human Resources Director and Personnel Officer, it should be forwarded on to the County Administrator for approval. The County Administrator shall furnish a copy of the notice to the Budget Officer. Once both the County Administrator and the Budget Officer have executed the form, a copy must be submitted by the Department Head to the Supervisory Committee with their regular agenda. Once signed by the Chair of the Supervisory Committee, the Notice of Intent shall be submitted to the Clerk of the Board, who shall report the action on the Personnel Committee agenda and forward the fully executed form to the Department Head.

OBJECTIONS

If either the County Administrator, Budget Officer or Supervisory Committee objects to the position being filled, each should affix their signature to this form indicating they have an objection. In this case, the department head is advised that the position may not be filled unless otherwise determined by the Board of Supervisors. All requests to fill vacant positions must be approved by the County Administrator, Budget Officer and a 2/3 majority vote of the Supervisory Committee or oversight Committee Chair approval as provided in the Rules of the Board.

NO OBJECTIONS

If the County Administrator, Budget Officer and Supervisory Committee have no objection to the position being filled, each should affix their signatures to this form indicating they have no objection.

PAPERWORK

To fill the position, complete the 426 Report of Personnel Change, attach the original of this form to the back of the 426, along with the Resolution approving same and submit to the Human Resources and Civil Service Department. Be certain to make a copy of both the 426 and this form for retention in your department files.

Department Heads are reminded that an oath of office must be filed in the Office of the County Clerk. Oaths of Office forms are available from the County Clerk.

MOTOR EQUIPMENT OPERATOR (MEDIUM)

GENERAL STATEMENT OF DUTIES: Operates one or more types of medium size automotive equipment and performs a variety of manual tasks in connection with such operation; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: These duties involve responsibility for the safe and efficient operation and care of moderately complex motor equipment in the performance of assigned tasks. Effectively works as an individual or as a member of a crew and coordinates efforts with other employees as appropriate. An employee in this class is also required to perform recurring manual duties related to the operation of the equipment. The work is usually performed under general supervision.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Operates a ten-wheel truck in connection with the hauling of material for road construction and repair;
Operates front end loader, roller of similar road construction machinery on construction and maintenance projects;
Operates a snow plow or related snow removal equipment;
Performs minor mechanical repairs on automotive equipment;
On assignment operates bulldozer, grader, shovel or other heavy automotive equipment;
Services assigned vehicle and maintains it in clean condition;
Loads and unloads trucks;
May perform a variety of simple manual tasks, such as cleaning culverts, shoveling snow, painting and road maintenance work;
Responds after normal working hours to emergency situations and during snow and ice events.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:

Good knowledge of the operation of trucks, tractors and other types of automotive equipment;
Ability to understand and carry out simple oral and written instructions;
Industry, dependability, good physical condition.

MINIMUM QUALIFICATIONS:

One (1) year of experience in the operation of motorized construction equipment.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS: Eligibility for an appropriate New York State Class A or B license with air brake endorsement. Possession at time of appointment.

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

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DEPARTMENT HEAD COMPLETES THIS SECTION

Department: DPW.Maintenance Payroll Dept. No: 19.63
Title of Position: MEO (L) #27 Base Salary of Position: 42,134 Grade: 7
Filling at Step # (If Known): _____
Budget code and title: D.5110 MEO (L) #27 Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: 13532/Allen Date of Vacancy: 04/13/2022
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. 9/9/22
Human Resources Director has approved this form when initialed. 9/9/22

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 9.12.2022

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 9/14/22

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 9/27/22

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

AUTHORITY FOR POLICY AND PROCEDURE

Resolution 155 of 2003, amended by Resolution Nos. 497 of 2006, 719 of 2006, 318 of 2007, 374 of 2011 and 259 of 2014, provides the policy and procedure for the establishment, filling and increasing or decreasing of salaries for positions within Warren County. Copies of the resolutions are available from the Clerk of the Board.

WHAT FORM TO USE

- For giving notice of intent to fill an existing vacant position, use this form.
- For creating a new position, complete Resolution Request Form No. 11.
- For increasing or decreasing salary of non-union position, complete Resolution Request Form No. 13.
- For reclassification of position, complete Resolution Request Form No. 14.

These forms are available from the Clerk of the Board.

HOW TO USE THIS FORM

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OBJECTIONS

If either the County Administrator, Budget Officer or Supervisory Committee objects to the position being filled, each should affix their signature to this form indicating they have an objection. In this case, the department head is advised that the position may not be filled unless otherwise determined by the Board of Supervisors. All requests to fill vacant positions must be approved by the County Administrator, Budget Officer and a 2/3 majority vote of the Supervisory Committee or oversight Committee Chair approval as provided in the Rules of the Board.

NO OBJECTIONS

If the County Administrator, Budget Officer and Supervisory Committee have no objection to the position being filled, each should affix their signatures to this form indicating they have no objection.

PAPERWORK

To fill the position, complete the 426 Report of Personnel Change, attach the original of this form to the back of the 426, along with the Resolution approving same and submit to the Human Resources and Civil Service Department. Be certain to make a copy of both the 426 and this form for retention in your department files.

Department Heads are reminded that an oath of office must be filed in the Office of the County Clerk. Oaths of Office forms are available from the County Clerk.

MOTOR EQUIPMENT OPERATOR (LIGHT)

GENERAL STATEMENT OF DUTIES: Operates one or more types of light automotive equipment and performs a variety of manual tasks in connection with such operation; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: These duties involve responsibility for the safe and efficient operation of light motor equipment along with the performance of ordinary manual labor. The work is usually performed under close supervision.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Operates single axle truck in connection with hauling material for road maintenance or construction;

Operates a light truck to transport workmen, tools and other equipment;

Operates a tractor mower cutting grass and brush from road sides and other public areas;

Operates small snow plow or related snow removal equipment

Loads and unloads trucks;

Performs a variety of laboring tasks;

May be required to clean and oil the equipment;

On assignment, operates ten-wheel trucks, front end loaders, rollers or similar road construction and maintenance equipment.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:

Good knowledge of the operation of tractors, mowers, automobiles, single axle trucks and other light automotive equipment;

Ability to understand and carry out simple oral and written instructions;

Industry, dependability, good physical condition.

MINIMUM QUALIFICATIONS:

One (1) year of experience in the operation of some type of light automotive equipment.

SPECIAL REQUIREMENTS:

FOR POSITIONS IN CIVIL DIVISIONS OTHER THAN WARREN COUNTY: Eligibility for an appropriate New York State Class A or B with license with airbrake endorsement. Possession at time of appointment.

FOR WARREN COUNTY POSITIONS: At the time of appointment, possession of a valid New York State Driver's license. Possession of an appropriate New York State Class A or B license with airbrake endorsement within six (6) months of appointment.

WC: Amended, 6.13, 2.19

JC: Non-Competitive

Format Update 2022