

**PUBLIC WORKS COMMITTEE
DPW AGENDA
AUGUST 25, 2020**

Committee Members: CONOVER, Hogan, Leggett, Braymer, Bruno, Magowan, Merlino, Strough, Wild

I. Committee meeting called to order by Chair

II. Approval of minutes of prior Committee Meeting

III. Action Agenda/New Business Items

1. Request: Authorize the closure of Capital Projects
Rationale: older projects that are no longer active.
2. Request: Amend County Budget
Rationale: Increase to D.9950.910 Transfers to Capital projects
3. Request: Amend County Budget
Rationale: Increase to A.9950.910 Transfers to Capital projects
4. Request: Increase Capital Project H199 Corinth Road
Rationale: To reconcile federal, state and local shares for final project cost
5. Request: Increase Capital Project H200 Quaker Road Signal Improvements
Rationale: To reconcile federal, state and local shares for final project cost
6. Request: Increase Capital Project H200 Quaker Road Signal Improvements
Rationale: Project had a deficit fund balance, local share covers balance to close project.
7. Request: Increase Capital Project H219 Railroad Track Restoration
Rationale: To reconcile federal, state and local shares for final project cost
8. Request: Increase Capital Project H258 Warrensburg Road Bridge Project
Rationale: To reconcile federal, state and local shares for final project cost
9. Request: To write off State/Federal receivables on Capital Projects
Rationale: Receivables, have been determined to be uncollectible
10. Request: Increase Capital Project H384 Horicon Avenue/Finkle Brook Bridge
Rationale: Increase local share for anticipated construction cost.
11. Request: Notice of Intent to fill a vacant position
Rationale: Due to a retirement
12. Request: Notice of Intent to fill a vacant position
Rationale: Due to promotion
13. Request: Notice of Intent to fill a vacant position
Rationale: Was not filled earlier due to Covid-19
14. Request: Create new position of a Construction Specialist
Rationale: Reorganization of the engineering division
15. Request: Notice of Intent to fill a vacant position
Rationale: Filling the newly created position
16. Request: Amend County Budget
Rationale: for the purchase of the Mobile Brine Unit
17. Request: To accept equipment purchased and authorize a thank you letter
Rationale: Stationary Brine making unit

IV. Discussion Items:

1. Added Bridge to inventory

V. Referrals/Pending Items

1. Mr. Hajos to return to Committee with a report regarding the County's retaining wall on Sagamore Road that had collapsed following his meeting with the stakeholders which included the representatives from the Town of Bolton, the Sagamore Resort, as well as Waters Edge Marina. (07.21.20)

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 Form No. 20 – Authorize Closure of Projects
 2. Resolution Request Form No. 7 – Amend County Budget
 3. Resolution Request Form No. 7 – Amend County Budget
 4. Resolution Request Form No. 9 – Amend Capital Project
 5. Resolution Request Form No. 9 – Amend Capital Project
 6. Resolution Request Form No. 9 – Increase Capital Project
 7. Resolution Request Form No. 9 – Amend Capital Project
 8. Resolution Request Form No. 9 – Amend Capital Project
 9. Resolution Request Form No. 20 – Receivable write-off
 10. Resolution Request Form No. 9 – Increase Capital Project
 11. Resolution Request Form No. 12 – Notice of Intent to Fill Vacant Position
 12. Resolution Request Form No. 12 – Notice of Intent to Fill Vacant Position
 13. Resolution Request Form No. 12 – Notice of Intent to Fill Vacant Position
Backup documentation to Resolution
 14. Resolution Request Form No. 11 – Create New Position
Backup to Resolution
 15. Resolution Request Form No. 12 – Notice of Intent to Fill Vacant Position
 16. Resolution Request Form No. 7 – Amend County Budget
 17. Resolution Request Form No. 20 – Accept Equipment and Thank you Letter

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: 8/25/2020

- (a) Purpose of Request: To authorize closure of the following capital projects and return remaining funds to the funding source:

Project	Estimated Funds	Funding Source
H199 – Corinth Road Reconstruction	\$41,276.64	A.9950 910
	\$81,575.36	D.9950 910
H200 – Quaker Road Signals	\$0.00	n/a
H219 – Railroad Track Restoration	\$0.00	n/a
H258 – Tannery Bridge over Stony Creek	\$5,194.55	D.9950 910
H338 – Lake George Environmental Park	\$23,917.83	A.9950 910
H361 – Brant Lake Lower Dam	\$6,025.19	D.9950 910

- (b) Details: The projects listed are complete.

- (c) Previous Resolution Number:

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: 8/25/2020

(a) Purpose of Amendment: To increase D.9950 910 (Transfers - Capital Projects) in accordance with transfers of surplus local match funds from various capital projects back to fund source

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

D.9950 910 - Interfund Transfers (\$65,482.33)

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

D.5010 5031 - Interfund Transfers (\$65,482.33)

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: 8/25/2020

(a) Purpose of Amendment: To increase A.9950 910 (Transfers - Capital Projects) in accordance with transfers of surplus local match funds from capital projects back to fund source

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

A.9950 910 - Interfund Transfers (\$65,194.47)

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

A.1325 5031 - Interfund Transfers (\$65,194.47)

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: 8/25/2020

- (a) Exact Title and Number of Project*: H199 Corinth Road (CR 28) / Main Street / Broad Street Reconstruction, Town of Queensbury (PIN 1753.80)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable):
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
- (g) Changes in Funding (if Amendment): \$0.00

-\$ 9,710.15 Federal Share

-\$12,408.07 State Share

\$22,118.22 Local Match (transfer from D.9950 910 Transfers - Capital Projects)

- (h) Purpose of Increase or Decrease or Amendment: Amend federal, state and local match shares to reconcile final project costs and reimbursable funds

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: 8/25/2020

(a) Exact Title and Number of Project*: H200 Quaker Road Signal Improvements Project, Town of Queensbury (PIN 1755.57)

(b) Is this a Capital Project? Yes

(c) Is this a Capital Reserve Project? No

(d) Amount of Increase (if applicable):

(e) Amount of Decrease (if applicable):

(f) Source of Funding (if Increase) (including name & title of codes, etc.):

(g) Changes in Funding (if Amendment): \$0.00

-\$11,283.00 State Share

\$11,283.00 Local Match (transfer from D.9950 910 Transfers - Capital Projects)

(h) Purpose of Increase or Decrease or Amendment: Amend federal, state and local match shares to reconcile final project costs and reimbursable funds

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: 8/25/2020

- (a) Exact Title and Number of Project*: H200 Quaker Road Signal Improvements Project, Town of Queensbury (PIN 1755.57)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable): \$136,647.43 (H200.9550 5031 Only)
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
- (g) Changes in Funding (if Amendment): \$0.00

A.9950 910 - Interfund Transfers - \$41,504.91

D.9950 910 - Interfund Transfers - \$95,142.52

- (h) Purpose of Increase or Decrease or Amendment: Project had a deficit fund balance and this increase in local funding will cover the deficit so the project can be closed

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: 8/25/2020

- (a) Exact Title and Number of Project*: H219 Railroad Track Restoration Project,
(PIN 1821.71)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable):
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
- (g) Changes in Funding (if Amendment): \$0.00

-\$427.20 Federal Share

-\$106.80 State Multi-Modal Share

\$534.00 Local Match (transfer from A.9950 910 Transfers - Capital Projects)

- (h) Purpose of Increase or Decrease or Amendment: Amend federal, state and local
match shares to reconcile final project costs and reimbursable funds

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: 8/25/2020

- (a) Exact Title and Number of Project*: H258 Warrensburg Road (CR 3) over Stony Creek (Tannery Bridge) Project, Town of Stony Creek (PIN 1755.21)
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable):
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):
- (g) Changes in Funding (if Amendment): \$0.00

-\$53,719.00 Federal Share

-\$10,072.00 State Marchiselli Share

\$63,791.00 Local Match (transfer from D.9950 910 Transfers - Capital Projects)

- (h) Purpose of Increase or Decrease or Amendment: Amend federal, state and local match shares to reconcile final project costs and reimbursable funds

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: 8/25/2020

- (a) Purpose of Request: To write-off State/Federal receivables for the following capital projects and identify a source of funding to cover the write-off:

Project	State/Federal Receivable	Funding Source
H199 – Corinth Road Reconstruction	\$22,118.22	D.9950 910
H200 – Quaker Road Signals	\$11,283.00	D.9950 910
H219 – Railroad Track Restoration	\$534.00	A.9950 910
H258 – Tannery Bridge over Stony Creek	\$63,791.00	D.9950 910

- (b) Details: Receivables have been determined to be uncollectible.

- (c) Previous Resolution Number:

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

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

* as listed in budget and LOGOS

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: 8/25/2020

(a) Exact Title and Number of Project*: H384 Horicon Avenue (CR 11) over Finkle Brook Culvert Replacement Project, Town of Bolton (PIN 1761.07)

(b) Is this a Capital Project? Yes

(c) Is this a Capital Reserve Project? No

(d) Amount of Increase (if applicable): \$23,155.56

(e) Amount of Decrease (if applicable):

(f) Source of Funding (if Increase) (including name & title of codes, etc.):

\$23,155.56 Local Match (transfer from A.9950 910 Transfers - Capital Projects)

(g) Changes in Funding (if Amendment): \$0.00

(h) Purpose of Increase or Decrease or Amendment: Increase local share for anticipated construction costs

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an *existing* funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department: Public Works Payroll Dept. No: 19.63
Title of Position: MEO (L) #27 Base Salary of Position: \$33,600 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: 8081/Bolton, Greg Date of Vacancy: 08/29/2020
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. *[Signature]*

Human Resources Director has approved this form when initialed. AG 8/13/20 *[Signature]*

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

- The Administrator has no objection to the filling of the vacancy.
 The Administrator objects to the filling of the vacancy.

Administrator Signature *[Signature]* Date 8/19/20

BUDGET OFFICER COMPLETES THIS SECTION

- The Budget Officer has no objection to the filling of the vacancy.
 The Budget Officer objects to the filling of the vacancy.

Budget Officer Signature *[Signature]* Date 8/19/20

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 _____ Date _____

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an *existing* funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department: Public Works Payroll Dept. No: 19.63
Title of Position: MEO (L) #2 Base Salary of Position: \$33,600 Grade: 7
Filling at Step # (If Known): _____
Budget code and title: D.5110 MEO (L) #2 Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: 11657/Moffitt Date of Vacancy: 03/02/2020
Is this position mandated? Yes No Is the position reimbursable? Yes No
Source of reimbursement: Federal _____% State _____% Other _____%

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list Competitive-no list (*hiring would be provisional*) Non-Competitive Other _____
Actual Impact to Budget Report will be provided monthly by Human Resources Director.
Candidate's qualifications must be approved by Personnel Officer prior to hiring. PO 8/12/20
Human Resources Director has approved this form when initialed. AS 8/13/20

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

The Administrator has no objection to the filling of the vacancy.
 The Administrator objects to the filling of the vacancy.

Administrator Signature [Signature] Date 8/14/20

BUDGET OFFICER COMPLETES THIS SECTION

The Budget Officer has no objection to the filling of the vacancy.
 The Budget Officer objects to the filling of the vacancy.

Budget Officer Signature [Signature] Date 8/19/20

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 _____ Date _____

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an *existing* funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department: Public Works Payroll Dept. No: 19.62
Title of Position: Engineer II Base Salary of Position: \$73,670 Grade: 17 - DDU
Filling at Step # (If Known): _____
Budget code and title: D.5020 Engineering Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: _____ Date of Vacancy: 03/21/2020
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. 2/23/20
Human Resources Director has approved this form when initialed. NS 8/13/20

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

The Administrator has no objection to the filling of the vacancy.
 The Administrator objects to the filling of the vacancy.

Administrator Signature [Signature] Date 8/19/20

BUDGET OFFICER COMPLETES THIS SECTION

The Budget Officer has no objection to the filling of the vacancy.
 The Budget Officer objects to the filling of the vacancy.

Budget Officer Signature [Signature] Date 8/19/20

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 _____ Date _____

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an existing funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a new position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department: Public Works Payroll Dept. No: 19.62
Title of Position: Engineer II Base Salary of Position: \$73,670 Grade: 17
Filling at Step # (If Known):
Budget code and title: D.5020 Engineering Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: Date of Vacancy: 03/21/2020
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.
Human Resources Director has approved this form when initialed.

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 Date 2/26/20

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 Date 2/26/20

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 Date 3/5/20

RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: DPW

DATE: 8/25/2020

- (a) Title of Requested Position: Construction Specialist
- (b) Annual **Base** Salary (and Grade if Applicable): \$65,608
- (c) Effective Date for New Position:* October 1, 2020
*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department=s Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable):
Environmental Analyst - \$41,974 (\$7,722.00 was used to fund the E-II position, leaving \$34,252.00) - Grade 14 and the Senior Engineering Technician - \$39,502 - Grade 12
- (e) Where are Funds in the Budget for this Position? List Budget Code (with title), Object Code (with title), and Amount: D.5020 County Road Engineering Environmental Analyst (\$34,252.00), D.5020 County Road Engineering Senior Engineering Technician (\$39,502.00, of which \$31,356 will be used for this new position).
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.) Yes
- (g) Is this a mandated position? If so, please explain: No
- (h) Is there expected revenue from this position? If so, please explain: No

Warren County Department of Public Works

Engineering Divion Reorganization

Updated: August 2020

Current Organization (BY 2020)	Title	Senior Civil Engineer	Engineer I (No. 2)	Engineer I (No. 3)	Junior Transportation Analyst	Assistant Engineer (No. 1)	Environmental Analyst	Senior Engineering Technician	DPW Engineering Part Time	Division Total
	Salary		\$ 89,138	\$ 65,948	\$ 62,839	\$ 56,862	\$ 52,761	\$ 41,974	\$ 39,502	\$ -

Proposed Organization (BY 2020)*	Title	Senior Civil Engineer	Engineer II	Construction Specialist I	Engineer I (No. 3)	Assistant Engineer (No. 1)	Junior Transportation Analyst			Division Total
	Salary		\$ 89,138	\$ 73,670	\$ 65,608	\$ 62,939	\$ 52,761	\$ 56,862		

\$ (8,046)

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an *existing* funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department: Public Works Payroll Dept. No: 19.62
Title of Position: Construction Specialist I Base Salary of Position: \$65,608 \$105,566 Grade: _____
Filling at Step # (If Known): _____
Budget code and title: D.5020 Engineering Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: _____ Date of Vacancy: 10/1/2020
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. 10/8/20
Human Resources Director has approved this form when initialed. 10/8/20

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

The Administrator has no objection to the filling of the vacancy.
 The Administrator objects to the filling of the vacancy.

Administrator Signature [Signature] Date 8/19/20

BUDGET OFFICER COMPLETES THIS SECTION

The Budget Officer has no objection to the filling of the vacancy.
 The Budget Officer objects to the filling of the vacancy.

Budget Officer Signature [Signature] Date 8/20/20

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 _____ Date _____

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: Department of Public Works

DATE: 8/25/2020

- (a) Purpose of Amendment: To Amend 2020 Budget \$98,018.60 dollars for purchase of a Mobile Brine Unit funded by NYSDOS Grant, Contracted by Lake George Watershed Management Priority Action Plan Implementation Project (C1000532); local match funded by Washington County, Town of Bolton, Town of Ticonderoga, Town of Dresden, Town of Putnam and Town of Queensbury.

- (b) Appropriation Code (with title), Object Code (with title) and Amount: DM.5130 240 Road Machinery, Machinery, Highway & Street Equipment - \$98,018.60

- (c) Revenue Code (with title), and Amount: DM.5130 2390 Road Machinery, Machinery, Joint Share of Activities - \$98,018.60

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: 8/25/2020

- (a) Purpose of Request: To accept stationary brine making unit from The Fund for Lake George and Authorize the Chairman to write a thank you letter to The Fund
- (b) Details: The Fund will purchase a stationary brine making unit for the County to be used to make brine and reduce the road salt used during the winter months and to protect the environment.
- (c) Previous Resolution Number:
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

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

* as listed in budget and LOGOS

THE FUND *for* LAKE GEORGE

August 5, 2020

Mr. Ron Eckman
Deicing Depot
1580 NW 3rd St
Deerfield Beach, FL 33442

Re: INTENT TO PURCHASE: Brine Plants for Warren County and Hague, NY

Dear Ron,

Please accept this letter of intent from The FUND for Lake George to contribute to purchasing stationary brine plants for the Warren County, NY Highway Department and the Town of Hague, NY, as per the terms described herein.

The working terms in your quote Q000236 for \$30,000 dated 30 June 2020, include delivery and installation. Further details are bulleted below. Pending approval by the Town of Hague for the second brine plant, the volume discount price will be \$28,000 (or less) per brine plant. These terms are subject to financial participation from Hague and Warren County to complete the purchase price. For Hague, this includes the Town's commitment to pay the entire discounted purchase price in 2020 with a third of the total or \$9,333 reimbursed by The FUND in 2021. For Warren County, to expedite their purchasing and installation process, The FUND intends to budget for and pay the volume discount price in its 2021 budget. This makes The FUND's Intent to Purchase total \$37,333.

Deicing Depot terms to include:

- Delivery and installation to be completed by 30 September 2020;
- Provide training for operators by 30 September 2020;
- Warranty to include minimum one year/full season;
- Pre-season pricing for solar salt bulk purchasing;
- Remote service support (phone and web availability for questions);
- Invoice for payment on January 2, 2021.

FUND, Warren County DPW, and Town of Hague terms to include:

- Provide necessary electricity and water access and capacity (to be determined);
- Pre-season purchase of projected total season solar salt needs (if storage capacity allows);
- Payment will be made in full on or before February 15, 2021.

This is another important step in The FUND's objective of making Lake George the nation's leading best practices model for reducing the use of road salt. Deicing Depot's partnering role is fundamental to this pursuit.