PUBLIC WORKS COMMITTEE
DPW AGENDA
January 20, 2021

Committee Members: *Conover,* Dickinson, Thomas, Bruno and Hogan

I. Committee meeting called to order by Chair

II. Approval of minutes of prior Committee Meeting

III. Action Agenda/New Business Items

1. Request: Notice of Intent to fill a vacant position of HEO #14
   Rationale: Due to a promotion
2. Request: Notice of Intent to fill a vacant position of HEO #6
   Rationale: Due to a promotion
3. Request: Notice of Intent to fill a vacant position of HEO #11
   Rationale: Due to a retirement
4. Request: New Contract
   Rationale: for Crane Services
5. Request: Amend Contract
   Rationale: for Change Order associated with Capital Project H377
6. Request: Create New Position - Engineer 1
   Rationale: To align title with other positions within the department
7. Request: Notice of Intent to Fill Vacant Position
   Rationale: Backfill Position of Engineer I due to creation
8. Request: Naming County as Lead Agency
   Rationale: SEQRA Determination
9. Request: New Contracts
   Rationale: 2021 Road Construction Projects
10. Request: Establish Road Projects
    Rationale: For 2021/2022 Road Construction Projects
11. Request: Transfer Funds
    Rationale: 2021/2022 Road Projects
12. Request: Amend Resolution 423 of 2020
    Rationale: Correct Language in Resolution

IV. Discussion Items:

1. Renaming Westbrook Road

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 Form No. 12 – Notice of Intent to Fill Vacant Position
2. Resolution Request Form No. 12 – Notice of Intent to Fill Vacant Position
3. Resolution Request Form No. 12 – Notice of Intent to Fill Vacant Position
4. Resolution Request Form No. 3 – New Contract
5. Resolution Request Form No. 4 – Amend Contract
6. Resolution Request Form No. 11 – Create New Position

7. Resolution Request Form No. 12 – Notice of Intent to Fill Vacant Position
8. Resolution Request Form No. 20 – Misc. Resolution
9. Resolution Request Form No. 3 – New Contract
10. Resolution Request Form No. 20 – Misc. Resolution
11. Resolution Request Form No. 10a – Transfer Funds
12. Resolution Request Form No. 20 – Misc. Resolution

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: HEO #14 Base Salary of Position: $37,633 Grade: 10

Filling at Step # (If Known): _____

Budget code and title: D.5110 DPW.Maintenance Roads Union☑ Non-Union☐

This position is vacated due to: ☐Retirement ☐Resignation ☐Termination ☑Promotion ☐Other

Employee No./Last Name: 6112 R. Ross Date of Vacancy: 12/14/2020

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_____

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_____

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee_____

☐ 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: HEO #6 Base Salary of Position: $37,633 Grade: 10

Filling at Step # (If Known): _____

Budget code and title: D.5110 DPW.Maintenance Roads Union☑ Non-Union☐

This position is vacated due to: ☐Retirement ☐Resignation ☐Termination ☑Promotion ☐Other

Employee No./Last Name: 12012 G. Harrington Date of Vacancy: 12/14/2020

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_____

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_____

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee_____

☐ 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: HEO #11 Base Salary of Position: $37,633 Grade: 10

Filling at Step # (If Known): _____

Budget code and title: D.5110 DPW.Maintenance Roads Union☑ Non-Union☐

This position is vacated due to: ☑Retirement ☐Resignation ☐Termination ☐Promotion ☐Other

Employee No./Last Name: 7605 H. Frasier Date of Vacancy: 11/14/2020

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_____

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_____

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee_____

❒ 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. 3

Request for New Contract

DEPARTMENT NAME: DPW

DATE: 1/20/2021

(a) Is this a Result of a Bid or Request for Proposal? BID

(b) Purpose of Contract: WC 69-20 Crane Services

(c) Name of Contractor: Rozell East Inc.

(d) Address of Contractor: 45 Casey Road Queensbury, NY 12804

(e) Contractor's Contact Person and Telephone Number: Kelly Sullivan
518-793-2634

(f) Has or will the Contract be provided, if so, please attach:

(g) Commencement Date of Contract: Upon Execution

(h) Termination Date of Contract: Decemebr 31, 2021 with 2 additional 1 year extensions available

(i) Payment Provisions:
i) lump sum amount
ii) hourly rate amount
iii) total amount not to exceed
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. Completion of Project

(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: Various projects

WARREN COUNTY BID TABULATION SHEET

BID NO: WC 69-20 **ITEM(S): CRANE SERVICES** **DATE: DECEMBER 22, 2020** **TIME: 3:00 PM**	**NAME & ADDRESS OF BIDDER** **Rozell East Inc.** **Attn: Kelly Sullivan** **45 Casey Road** **Queensbury, NY 12804** **Ph: 518-793-2634** **Fx: 518-615-0162**
DESCRIPTION OF ITEM	**BID PRICE**
SCHEDULE 1 - CRANE EQUIPMENT LIST & HOURLY COSTS:	
26T BOOM TRUCK (4 HR MIN)	**$47.50**
40T HYD TRUCK CRANE (4 HR MIN)	**$122.50**
40T HYD TRUCK CRANE (8 HRS)	**$107.50**
60T HYD TRUCK CRANE (4 HR MIN)	**$147.50**
60T HYD TRUCK CRANE (8 HRS)	**$120.00**
70/75T HYD TRUCK CRANE (4 HR MIN)	**$210.00**
70/75T HYD TRUCK CRANE (8 HRS)	**$172.50**
90/100T HYD TRUCK CRANE (4 HR MIN)	**$375.00**
90/100T HYD TRUCK CRANE (8 HRS)	**$262.50**
140T CRANE (8 HR MIN)	**$374.00**
SCHEDULE 2 - ADDITIONAL EQUIPMENT LIST & HOURLY COSTS	
200T HYD TRUCK CRANE (8 HR MIN)	**$538.00**
275T HYD TRUCK CRANE (8 HR MIN)	**$732.00**
450T HYD TRUCK CRANE (8 HR MIN)	**$1,009.00**

DESCRIPTION OF ITEM	**REGULAR TIME**	**OVER TIME**	**DOUBLE TIME**
SCHEDULE 3 - HOURLY LABOR COSTS:			
OPERATOR - CLASS A (1/1/21-6/30/21)	**$117.00**	**$167.00**	**$230.00**
LABORER - GROUP A (1/1/21-6/30/21)	**$81.00**	**$120.00**	**$160.35**
OPERATOR - CLASS A (7/1/21-12/31/21)	**$120.00**	**$170.00**	**$233.00**
LABORER - GROUP A (7/1/21-12/31/21)	**$83.00**	**$122.00**	**$163.00**

√ **JULIE A. BUTLER, PURCHASING AGENT**	**BID AWARDED TO:**
RESOLUTION NO.: xx of 2020	**TERM: EXECUTION OF CONTRACT THROUGH DECEMBER 31, 2021**

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: DPW

DATE: 1/20/2021

(a) Purpose of Contract Change: Authorize Superintendent of Public Works to execute change order with New Castle Paving, LLC pursuant to project H377 - Sunnyside Road & Sunnyside East Pavement Preservation in the Town of Queensbury

(b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: 284 of 2020 (Bid WC 24-20)

(c) Name of Contractor: New Castle Paving LLC

(d) Address of Contractor: 1 Madison Street, Suite 100, Troy NY 12180

(e) Contractor's Contact Person and Telephone Number: Steve Radloff, 275-0226

(f) Commencement Date of Extension: Upon Execution

(g) Termination Date of Extension: Upon Completion

(h) Payment Provisions:
- i) lump sum amount
- ii) hourly rate amount
- iii) total amount not to exceed increase of $43,669.90
- iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.

(i) 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: H377.9550 280 Sunnyside Road & Sunnyside East Pavement Preservation

RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: Public Works - DPW

DATE: 1/20/21

(a) Title of Requested Position: Engineer I (No. 4)

(b) Annual **Base** Salary (and Grade if Applicable): $58,354 - Grade 13 (out of unit)

(c) Effective Date for New Position:* January 18, 2021
*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): Junior Transportation Analyst $56,862 -Grade 9 (out of unit)

(e) Where are Funds in the Budget for this Position? List Budget Code (with title), Object Code (with title), and Amount: D 5020 DPW-Engineering

(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

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

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DEPARTMENT HEAD COMPLETES THIS SECTION

Department: Public Works Payroll Dept. No: 19.62

Title of Position: Engineer I Base Salary of Position: $58,354 Grade: _____

Filling at Step # (If Known): _____

Budget code and title: D.5020 DPW.Engineering Union☐ Non-Union☑

This position is vacated due to: ☐Retirement ☐Resignation ☐Termination ☐Promotion ☑Other

Employee No./Last Name: _____ Date of Vacancy: 01/18/2021

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_____

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_____

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee_____

❒ 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. 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: 1/20/2021

(a) Purpose of Request: Resolution to establish Warren County as the Lead Agency for State Environmental Quality Review (SEQR) for the Horicon Avenue (CR 11) over Finkle Brook Culvert Replacement project in the Town of Bolton and declare a Negative Declaration relative to the determination of non-significance under SEQR.

(b) Details: The Horicon Avenue (CR 11) over Finkle Brook Culvert Replacement project is an Unlisted Action pursuant to the SEQR Act. In accordance with SEQR regulations, Warren County has assumed the role of lead agency and conducted an uncoordinated review. Based on the review and environmental assessments conducted, the County has determined the proposed action will have no significant adverse environmental impacts on the surrounding environment. Therefore, this request is to authorize Kevin Hajos, Superintendent of the Department of Public Works, to execute Part 3 of the Short Environmental Assessment Form declaring the proposed action will not result in any significant adverse envronmental impacts.

(c) Previous Resolution Number: n/a

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

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

* as listed in budget and LOGOS

Short Environmental Assessment Form
Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information

Name of Action or Project:

Horicon Avenue over Finkle Brook Culvert Replacement

Project Location (describe, and attach a location map):

Town of Bolton, Warren County, NY

Brief Description of Proposed Action:

The proposed project will replace an undersized and deteriorating culvert that passes Finkle Brook under Horicon Avenue in the Town of Bolton, Warren County, New York. Severe historic storm events overtopped the road and accelerated the erosion surrounding the culvert. The new culvert consists of an open bottom culvert that will allow for a natural stream bottom and will pass the 50-year storm without overtopping the road. Approximately 180 feet of Horicon Avenue would be reconstructed to encompass the area impacted by the project. Immediately upstream of the culvert, Finkle Brook has two, near 90 degree bends in the stream that have caused scour and erosion on the stream banks near the bends. A portion of the upstream right streambank runs parallel to, and immediately adjacent to the roadway. Therefore, the culvert would be relocated approximately 35 feet to the north and approximately 175 feet of the existing stream channel would be realigned in order to improve existing flow conditions. Grade control structures will be installed in the channel to compensate for the reduced channel length and increased channel slope resulting from the realignment. The grade control structures will reduce water velocity in the channel, reduce bed and bank scour, and promote sediment retention within the culvert. The new culvert would be designed for a 75 year service life. The project location is shown in Figure 1, and the conceptual design plan is shown in Figure 2.

Name of Applicant or Sponsor:	Telephone: 518-761-6556
Warren County, C/O Kevin Hajos, DPW Superintendent	E-Mail: khajos@warrencountydpw.com

Address:

4028 Main Street

City/PO:	State:	Zip Code:
Warrensburg	NY	12885

	NO	YES
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.	☑	☐
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval: NYSDOT (funding, highway work permit, design approval), NYSDEC (permit), USACE (permit)	☐	☑

3. a. Total acreage of the site of the proposed action? 0.950 acres
   b. Total acreage to be physically disturbed? 0.950 acres
   c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? 0.926 acres

The project area is partially located on private properties that adjoin Horicon Ave. The County will coordinate easements and land acquisitions with property owners during the project's design phase.

4. Check all land uses that occur on, are adjoining or near the proposed action:

5. ☐ Urban ☐ Rural (non-agriculture) ☐ Industrial ☐ Commercial ☑ Residential (suburban)
   ☑ Forest ☐ Agriculture ☑ Aquatic ☐ Other(Specify):
   ☐ Parkland

	NO	YES	N/A
5. Is the proposed action,			
a. A permitted use under the zoning regulations?	☐	☑	☐
b. Consistent with the adopted comprehensive plan?	☐	☑	☐

	NO	YES
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	☐	☑
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	☑	☐
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	☑	☐
b. Are public transportation services available at or near the site of the proposed action?	☑	☐
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	☐	☑
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: N/A- no new buildings proposed.	N/A ☐	☐
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ N/A- no new buildings or utilities proposed.	N/A ☐	☐
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ N/A- no new buildings or utilities proposed.	N/A ☐	☐
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	☑	☐
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	☑	☐
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	☐	☑
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	☐	☑
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ The project involves the realignment of approximately 175 linear feet of Finkle Brook and installation of a new culvert under Horicon Ave. The new culvert will be placed approximately 35 feet north of the existing culvert to improve flow conditions within the stream. Specific impact calculations will be finalized during the project's design phase. No wetlands are present within the project area.		

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:

☑ Shoreline ☑ Forest ☐ Agricultural/grasslands ☐ Early mid-successional

☐ Wetland ☐ Urban ☐ Suburban

	NO	YES
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered? Indiana bat (*Myotis sodalis*, endangered); alternate-flowered water milfoil (*Myriophyllum alterniflorum*, threatened), green rock cress (*Borodinia missouriensis*, threatened)	☐	☑
16. Is the project site located in the 100-year flood plan?	☑	☐
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	☐	☑
a. Will storm water discharges flow to adjacent properties?	☑	☐
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	☑	☐
If Yes, briefly describe: Temporary ground disturbances may result in increased sheet flow runoff within the project area. Stormwater runoff would be treated in accordance with the project's erosion and sediment control measures and would be redirected to Finkle Brook.		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:_____	☑	☐
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____	☑	☐
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____	☑	☐

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE

Applicant/sponsor/name: Warren County, C/O Kevin Hajos Date: _____

Signature: _____ Title: DPW Superintendent

PRINT FORM

Agency Use Only [If applicable]

Project:

Date:

Short Environmental Assessment Form
Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.
Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

KEY
NI = No Impact
SI = Small Impact

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	✔ NI	☐
2. Will the proposed action result in a change in the use or intensity of use of land?	✔ NI	☐
3. Will the proposed action impair the character or quality of the existing community?	✔ NI	☐
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	✔ NI	☐
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	✔ SI	☐
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	✔ NI	☐
7. Will the proposed action impact existing: a. public / private water supplies?	✔ NI	☐
b. public / private wastewater treatment utilities?	✔ NI	☐
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	✔ NI	☐
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	☐	✔
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	✔ SI	☐
11. Will the proposed action create a hazard to environmental resources or human health?	✔ NI	☐

PRINT FORM

Agency Use Only [If applicable]

Project:

Date:

Short Environmental Assessment Form
Part 3 Determination of Significance

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

An evaluation of the magnitude and importance of project impacts was completed and details are available under separate cover in Part 3 - Supporting Information document.

☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Warren County	
Name of Lead Agency	Date
Kevin J. Hajos, P.E.	Superintendent of Public Works
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

PRINT FORM

SEQRA Part 3 Supporting Information

Horicon Avenue over Finkle Brook Culvert Replacement
Town of Bolton
Warren County, New York

<u>Small and Moderate to Large Impacts Identified in Part 2 of the Short Environmental Assessment Form</u>

5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?

The project involves the reconstruction of approximately 180 linear feet of Horicon Ave and the placement of a new culvert beneath the road to convey Finkle Brook. Construction activities will temporarily disrupt vehicular and pedestrian traffic along Horicon Ave in order to maintain safe conditions for the contractor and for the public. Traffic will be re-routed during construction through the use of an offsite detour. The detour route includes Braley Hill Road and State Route 9N, and is 1.4 miles in length. Access to all existing driveways within the Project Area will be maintained during construction. Full access to the roadway will be restored after construction is completed. A highway work permit is not required from the Warren County Department of Public Works, as the County is the project sponsor. A highway work permit will be obtained from the NYSDOT prior to construction for placement of detour signs on State Route 9N.

9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?

The project involves the realignment of approximately 175 linear feet of Finkle Brook and installation of a new culvert under Horicon Ave. The existing culvert is undersized and deteriorating, and severe historic storm events have overtopped the road and accelerated erosion around the culvert. The new culvert will consist of an open bottom culvert that will allow for a natural stream substrate, and will pass a 50-year storm without overtopping Horicon Ave. Immediately upstream of the culvert, Finkle Brook has two, near 90 degree bends in the stream that have caused scour and erosion on the stream banks near the bends. A portion of the upstream right streambank runs parallel to, and immediately adjacent to the roadway. Therefore, the culvert would be relocated approximately 35 feet to the north and approximately 175 feet of the existing stream channel would be realigned in order to improve existing flow conditions. Grade control structures will be installed in the channel to compensate for the reduced channel length and increased channel slope resulting from the realignment. The grade control structures will reduce water velocity in the channel, reduce bed and bank scour, and promote sediment retention within the culvert. The specific locations of the grade control structures will be determined during the project's design phase. Specific impact amounts will be determined during the project's design phase. A field wetland delineation was completed in June 2019, and no freshwater wetlands or additional surface water resources other than Finkle Brook were identified within the Project Area. In addition, necessary permits from the NYSDEC and USACE will be obtained, and the conditions of all permits would be followed during construction.

The project area is within the range of the federally-endangered Indiana bat (*Myotis sodalis*). In general, trees greater than or equal to 5 inches in diameter provide suitable habitat for this species. Suitable habitat for the Indiana bat is present within the Project Area, and approximately 18 trees will need to be removed to facilitate construction. All tree removal required as part of this project will be completed during the Time of Year Conservation Cutting Window recommended by the NYSDEC (November 1 to March 31). Therefore, the project may affect but is not likely to adversely affect the Indiana bat and take is not likely. The New York Nature Explorer database indicated that the project area is within the range of two state-threatened plant species: alternate-flowered water milfoil (*Myriophyllum alterniflorum*) and green rock cress (*Borodinia missouriensis*). A habitat assessment was completed for the Project Area in June 2019. Alternate-flowered water milfoil is typically found near rocky mainland shorelines and nearby islands with sandy substrate and sparse submerged vegetation. Green rock cress is found in rocky upland habitats, growing in crevices within cliffs and ledges. Suitable habitat for these species was not identified within the Project Area, therefore, the project is not anticipated to impact either species, and a No Effect determination is recommended. Appropriate documentation and coordination will be completed to ensure that potential impacts to protected species are avoided, minimized, and appropriately mitigated, as needed.

10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?

The project will involve approximately 0.95 acres of ground disturbance. An erosion and sediment control plan will be prepared detailing suitable erosion control measures for the project, and will be followed during construction. Temporary increases in erosion may occur during construction due to ground disturbance. The erosion and sediment control plan will address the construction and maintenance of any temporary stormwater controls required for the project. The proposed realignment of Finkle Brook and associated grade control structures will improve the current drainage conditions on site.

Barton & Loguidice

N
W E
S

0 25 50 100 Feet

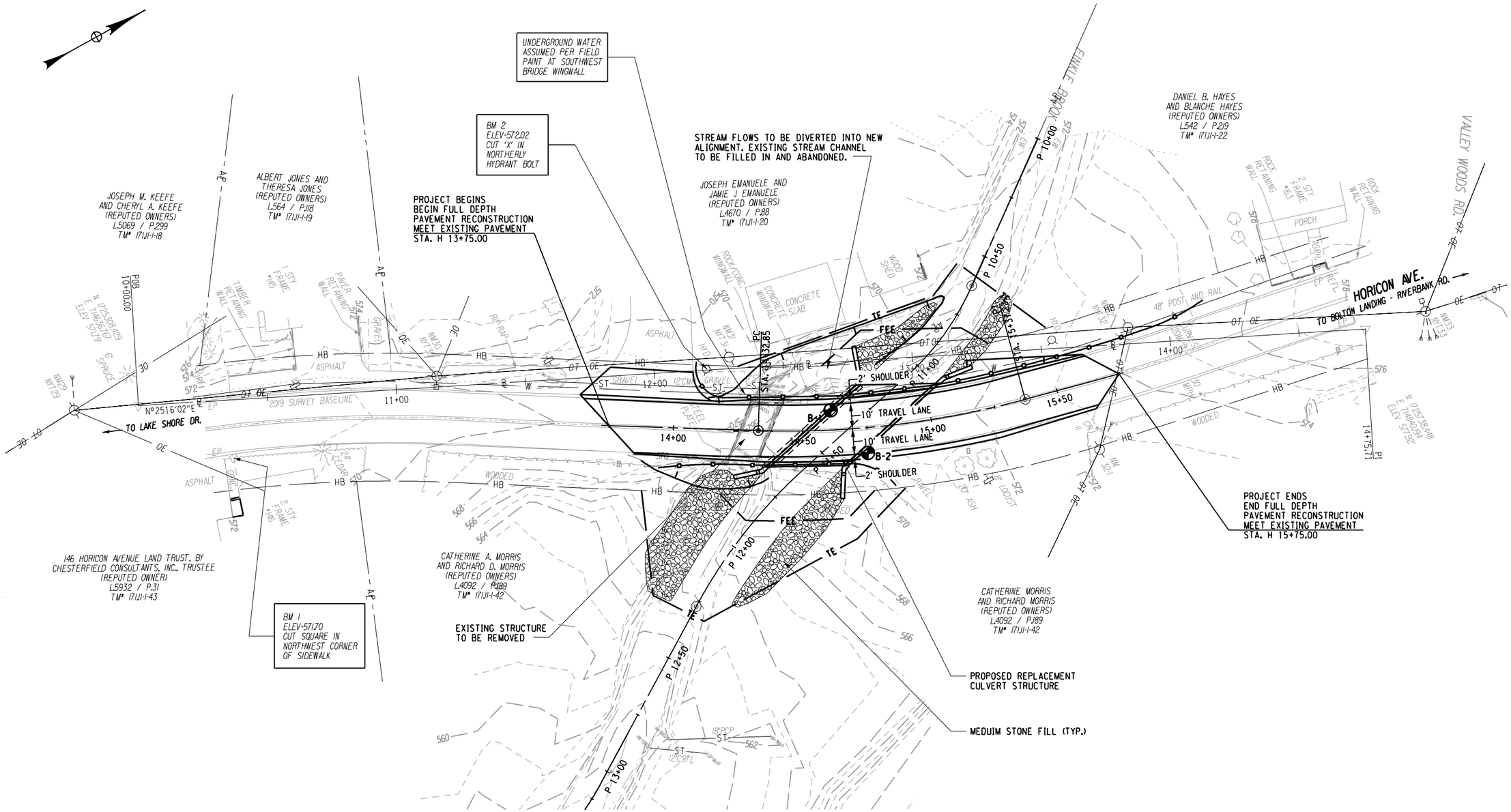
Warren County

Horicon Avenue over Finkle Brook
Aerial Site Location Map

Warren County December 2020 New York

Figure 1

Project No. 1133.002



PREPARED BY: BARTON & LOGUIDICE, D.P.C.
DATE:

PROGRESS PRINT
NOT FOR
CONSTRUCTION

CURVE NO. 1
PI STA. 14+85.43 Δ = 17°05'09" LEFT R = 350.00' L = 104.37' T = 52.58' E = 3.93' N 1725558.98 E 714788.00
PC STA. 14+32.85 N 1725513.80 E 714761.12
PT STA. 15+37.22 N 1725610.07 E 714800.43

0 20 40
1" = 40 FEET

NO.	DATE	BY	REVISION

Barton & Loguidice

UNAUTHORIZED ALTERATION OR ADDITION TO THIS DRAWING IS A VIOLATION OF THE NEW YORK STATE EDUCATION LAW ARTICLE 145 SECTION 7209

CULVERT REPLACEMENT
HORICON AVENUE OVER FINKLE BROOK

P.I.N. 1761.07

TOWN OF BOLTON

WARREN COUNTY NEW YORK

PROPOSED GENERAL PLAN

SCALE: AS SHOWN
DATE: 11/2020

FIGURE 2

JDH
I:\microstation\workspace\plot\nysdot\site_nysdot_size_b.tbl
L:\MicroStation\Bentley V8i\Workspace\Plot\NYSDOT_LJ5000_B_04.08.plt

FILE NAME = L:\MSTN Projects\1100\133.002.121\MSTN\DOR\001.1133002121 Preliminary Plan2.dgn
DATE = 11/11/2020
TIME = 12:26:19 PM

IN CHARGE OF ____ DESIGNED BY ____ CHECKED BY ____ ESTIMATED BY ____ CHECKED BY ____ DRAFTED BY ____ CHECKED BY ____

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Public Works - DPW

DATE: 1/20/21

(a) Is this a Result of a Bid or Request for Proposal? Bid WC 63-20

(b) Purpose of Contract: Construction Contractor for 2021 Road Projects

(c) Name of Contractor: TBD

(d) Address of Contractor: TBD

(e) Contractor's Contact Person and Telephone Number: TBD

(f) Has or will the Contract be provided, if so, please attach:

(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
- 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: Various Projects in D.5112 County Roads

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: 1/20/2021

(a) Purpose of Request: To Establish Road Projects for 2021/2022 with funding to be transferred from D.5112.8319 280 2020 CR#48 County Home Bridge.

(b) To Establish Road Projects for 2021/2022 with funding to be transferred from D5112.8319 280 2020 CR#48 County Home Bridge.

D.5112.8320 280 - 2021 CR#2 Stony Creek Road	$248,400.00	Thurman
D.5112.8321 280 –2021 CR#3 Harrisburg Road	$ 99,900.00	StonyCreek
D.5112.8322 280 –2021 CR#3 Warrensburg Road	$202,900.00	StonyCreek
D.5112.8323 280 –2021 CR#67 Cameron Road	$159,900.00	Thurman
D.5112.8324 280 –2021 CR#56 White Schoolhouse Road	$441,800.00	Chester
D.5112.8325 280– 2021 CR#75 Ben Culver Road	$198,800.00	Chester
D.5112.8326 280 –2021 CR#58 West Mountain Road	$374,500.00	Q'bury
D.5112.8327 280 –2021 CR#72 Garnet Lake Road	$347,800.00	Johnsburg
D.5112.8328 280 –2021 CR#29 Peaceful Valley Road	$145,000.00	Johnsburg
D.5112.8329 280 –2021 Crack Sealing Project	$250,000.00	
D.5112.8330 280 –2021 Guide Rail Improvement Project	$250,000.00	
D.5112.8331 280 - 2022 CR#8 Friends Lake Road	$ 28,000.00	Chester
D.5112.8332 280 - 2022 CR#12 Hadley Road	$ 20,500.00	StonyCreek
D.5112.8333 280 –2022 CR#35 Diamond Point Road	$ 62,000.00	LakeGeorge
D.5112.8334 280 – 2022 CR#41 Sawmill Road	$ 28,000.00	Bolton
D.5112.8335 280 – 2022 CR#43 Church Street	$ 4,000.00	Chester
D.5112.8336 280 – 2022 CR#49 Coolidge Hill Road	$ 63,000.00	Bolton
D.5112.8337 280 – 2022 CR#50 New Hague Road	$ 9,000.00	Hague
D.5112.8338 280 – 2022 CR#50 Summit Drive	$ 15,000.00	Hague
D.5112.8339 280 – 2022 CR#57 South Johnsburg Road	$ 24,000.00	Thurman
D.5112.8340 280 – 2022 CR#60 Harrington Hill Road	$27,000.00	Warrensburg
D.5112.8341 280 – 2022 CR#68 Landon Hill Road	$ 45,500.00	Chester
D.5112.8342 280 – 2022 CR#74 Atateka Drive	$ 37,000.00	Chester

The Treasurer's office will need to establish Road Projects.

(c) Previous Resolution Number: NA

REQUEST FOR TRANSFER OF FUNDS

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

FRC DEPARTMENT OF PUBLIC WORKS
Name of Department

SIGNED: DATE: 1/20/2021

FROM CODE		TITLE	TO CODE		TITLE		AMOUNT	
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8320	280	Co Roads, 2021 CR#2 Stony Creek Road	$	248,400.00	Thurman
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8321	280	Co Roads, 2021 CR#3 Harrisburg Road	$	99,900.00	Stony Creek
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8322	280	Co Roads, 2021 CR#3 Warrensburg Road	$	202,900.00	Stony Creek
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8323	280	Co Roads, 2021 CR#67 Cameron Road	$	159,900.00	Thurman
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8324	280	Co Roads, 2021 CR#56 White Schoolhouse Road	$	441,800.00	Chester
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8325	280	Co Roads, 2021 CR#75 Ben Culver Road	$	198,800.00	Chester
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8326	280	Co Roads, 2021 CR#581 West Mountain Road	$	374,500.00	Queensbury
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8327	280	Co Roads, 2021 CR#72 Garnet Lake Road	$	347,800.00	Johnsburg
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8328	280	Co Roads, 2021 CR#29 Peaceful Valley Road	$	145,000.00	Johnsburg
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8267	280	Co Roads, 2017 CR#77 Main Street	$	168,000.00	Johnsburg
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8329	280	Co Roads, 2021 Crack Sealing Project	$	250,000.00	
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8330	280	Co Roads, 2021 Guide Rail Improvement Project	$	250,000.00	
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8331	280	Co Roads, 2022 CR#8 Friends Lake Road	$	28,000.00	Chester
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8332	280	Co Roads, 2022 CR#12 Hadley Road	$	20,500.00	Stony Creek
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8333	280	Co Roads, 2022 CR#35 Diamond Point Road	$	62,000.00	Lake George
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8334	280	Co Roads, 2022 CR#41 Sawmill Road	$	28,000.00	Bolton
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8335	280	Co Roads, 2022 CR#43 Church Street	$	4,000.00	Chester
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8336	280	Co Roads, 2022 CR#49 Coolidge Hill Road	$	63,000.00	Bolton
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8337	280	Co Roads, 2022 CR#50 New Hague Road	$	9,000.00	Hague
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8338	280	Co Roads, 2022 CR #50 Summit Drive	$	15,000.00	Hague
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8339	280	Co Roads, 2022 CR #57 South Johnsburg Road	$	24,000.00	Thurman
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8340	280	Co Roads, 2022 CR#60 Harrington Hill Road	$	27,000.00	Warrensburg
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8341	280	Co Roads, 2022 CR#68 Landon Hill Road	$	45,500.00	Chester
D.5112.8319	280	Co Roads, 2020 CR#48 Co Home Bridge	D.5112.8342	280	Co Roads, 2022, CR#74 Atateka Drive	$	37,000.00	Chester
						$	3,250,000.00	

FROM CODE	TITLE	TO CODE	TITLE	AMOUNT
A.1990 439	Contingent Fund			

Please state reason for transfer request:

To Fund Established & Existing Road Projects for 2021/2022

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: 1/20/20

(a) Purpose of Request: Amend Resolution 423 of 2020

(b) Details: The original resolution language does not meet the language within the bid, which was to award for a 3 year period, not the 1 year with the option of two renewals. Revise language in resolution for a 3 year agreement.

(c) Previous Resolution Number: 423 of 2020

(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. 423 OF 2020

RESOLUTION INTRODUCED BY SUPERVISORS CONOVER, HOGAN, LEGGETT, BRAYMER, BRUNO, MAGOWAN, MERLINO, STROUGH AND WILD

AWARDING BID AND AUTHORIZING AGREEMENT WITH LOWEST RESPONSIBLE BIDDER FOR FIRE SUPPRESSION INSPECTION AND MAINTENANCE FOR FUELING FACILITIES LOCATED THROUGHOUT WARREN COUNTY (WC 58-20)

WHEREAS, the Purchasing Agent has advertised for sealed bids for Fire Suppression Inspection and Maintenance for Fueling Facilities located throughout Warren County (WC 58-20), and

WHEREAS, the bids were opened on November 5, 2020 and the recommendation of the lowest responsible bidder was not approved by the Superintendent of Public Works prior to the Public Works Committee meeting on October 20, 2020, now, therefore, be it

RESOLVED, that the Warren County Purchasing Agent be, and hereby is, authorized and directed to notify the approved lowest responsible bidder of the acceptance of its bid, after recommendations and approval have been received from the Superintendent of Public Works, and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chairman of the Board of Supervisors to execute an agreement with the lowest responsible bidder relative to Fire Suppression Inspection and Maintenance for Fueling Facilities located throughout Warren County, pursuant to the terms and provisions of the specifications (WC 58-20) and proposal, for a term commencing upon execution by both parties and terminating December 31, 2021, with the option for two (2) additional one (1) year terms upon mutual agreement of the parties, without the need for a further resolution, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds shall be expended from Budget Code DM 5140 470 Road Machinery, Motor Fuel Farms, Contract.