

PUBLIC WORKS COMMITTEE MEETING MINUTES
MARCH 30, 2010

PUBLIC WORKS COMMITTEE MEMBERS PRESENT: Brown, Banks, Lindsay, Suprenant, Campbell, Watkins, Idleman, Tatko

PUBLIC WORKS COMMITTEE MEMBERS ABSENT: Shay

SUPERVISORS: Rymph, LaPointe

Debra Prehoda, Clerk

Kevin Hayes, County Administrator

Willy Grimmke, Supt. DPW

Nick Reisman, Post Star

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Approval of Minutes – March 2, 2010
- 3) Department Reports/Requests:
 - a. Public Works
 - i. Personnel
 1. Discussion with Personnel Director/County Attorney on How Civil Service Requirements are Established
 2. Update on Greenwich/Jackson Foreman Positions – Travel to/From garages
- 4) Discuss Hazard Mitigation Coordinator
- 5) Recycling Advisory Board Update
 - a. Hauler Audit Services
- 6) Snow Plow Routing Study Update
- 7) Other Business
- 8) Old Business
 - a. Update on Bidding Process – Truck/Tractor
- 9) Adjournment

Mr. Banks called the meeting to order at 10:00 A.M.

A motion to approve the minutes of the March 2, 2010 meeting was moved by Mr. Lindsay, seconded by Mr. Campbell and adopted. Mrs. Tatko abstained.

Chairman Brown arrived.

PUBLIC WORKS: Willy Grimmke, Superintendent of Public Works, addressed the following items with the committee:

- Personnel
 - Discussion with Personnel Director/County Attorney on How Civil Service Requirements are Established – Chairman Brown stated that Roger Wickes, County Attorney, is attending the Hudson River Black River Regulating District public hearing and Barbara Winchell, Personnel Director, is in Kronos training so they are unable to attend today's meeting. Chairman Brown deferred this agenda item to next month's meeting. Mr. Watkins questioned the minimum qualification for the Highway General Supervisor III and the three-year requirement as a Supervisor I. He asked if the three-years as a Supervisor I had to be continuous or can you accumulate that time. He wanted to know if it counted that a person served as an acting Supervisor. Willy Grimmke, Superintendent DPW, did not believe anyone had served in that capacity as an acting supervisor. Mr. Watkins asked specifically if Larry Nolan was credited with supervisory time and would he

be qualified to take a supervisory promotional exam, i.e. the posting for the Highway General Supervisor III position. Willy stated he always retained the Highway Worker III status. He has never been formally temporarily appointed to a Supervisor I therefore he was never an acting Supervisor 1. He would not be eligible to take the Highway General Supervisor III exam. He has taken the exam for Supervisor I. Mr. Nolan has done supervisory duties in the past but he was never temporarily appointed as an acting Supervisor. The committee questioned how long the Jackson Garage was without a foreman. It was approximately a year.

- o Update on Greenwich/Jackson Foreman Positions – Travel To/From Garages – Willy stated they are going to make the switch when they go to the 10-hour days schedule toward mid to late April. This will allow them time to complete some current project underway at each garage.

DISCUSS HAZARD MITIGATION COORDINATOR – This matter was referred to the Public Works Committee from the Public Safety Committee. Willy stated the person in his department that was doing these duties was the position that was eliminated and the question is who is going to take on these responsibilities. With the position in DPW being eliminated, Willy sent these duties to Public Safety but Public Safety does not agree that those duties should be the responsibility of that department. Mr. Lindsay asked what if we do not have a coordinator. Willy stated we probably would not receive any FEMA mitigation grants. Willy added that as long as the plan is adopted then any town can apply. Mr. Banks stated in 1995 those duties were performed through Emergency Services (Public Safety). Chairman Brown asked how many hours per week were involved in these duties. Willy stated it is a range of time probably in the 100 hours per year over the last two years and now that should subside if there is no disaster or some mitigation grants coming through that the county needs to deal with. Mr. Banks asked if DPW had someone in the engineering department to take on these duties. Willy stated he does not necessarily feel the coordinator needs to be an engineer. Willy stated Public Safety typically coordinates the grants and deals with SEMO and FEMA. He believes that Public Safety/Emergency Services did these duties prior to DPW. DPW picked up these duties in 1997 or 1998 because they had the staff to do the work at that time. Willy stated they did complete the plan but now someone needs to maintain this plan. Mr. Lindsay suggested establishing a subcommittee to review this issue. It was suggested that Kyle Vandewater, the former Hazard Mitigation Coordinator, be asked to attend this meeting. The following Supervisors, Bob Banks, Sara Idleman and William Watkins, agreed to serve on the subcommittee to review this issue.

RECYCLING BOARD UPDATE:

- Hauler Audit Services – Willy stated the County Attorney is reviewing the agreement between the County and the Vermont Solid Waste Managers Association for auditing services. This is an annual contract with an hourly cap. This is anticipated to cost less than \$5,000 and will be paid from the outside services budget line.
- Composting Flyer – Mr. Brown announced a Composting Meeting at the Greenwich Free Library at 7 P.M. on Tuesday April 20th.

- Some members of the Recycling Board plan to visit Fulton County's facilities on April 8th. Kevin asked if there was any interest in having a tour of our own facility especially for new members. Willy stated he is more than welcome to give supervisors a tour of the facilities just let him know.
- Electronic waste is collected separately and when they have a truckload transported to Middlebury, Vt. to Good Point Recycling. The county pays around 30 cents per pound for disposal and the County has set fees for disposal of items at the transfer stations.
- Recycling Reuse project starts up April 1st at the Jackson Transfer station.

SNOW PLOW ROUTING STUDY UPDATE: Progress report attached. Willy stated the percentage of deadhead travel is down to 10% or less system wide and he feels we can improve on that. He stated we might have to make a few changes to make sure the more heavily traveled roads are hit first in a storm. Deadheading is basically repositioning the vehicle for example, Co. Rt. 60 is a classic case, the town has many side roads off Rt. 60 and the County plows Rt. 60 so the town deadheads down Rt. 60, the town travels the road to get to their roads. Willy stated you would need to have a reasonable level of service so the roads are in basically the same condition. Mr. Banks asked how is the state resident engineer buying into this. Willy stated they still need to sit down for a meeting. He also stated the easiest swaps to be made are between the state and county because their levels of service are comparable. Mr. Brown stated he thought this was supposed to save us money but if municipalities have to increase their level of service it will cost more. Willy stated once any road swaps have been determined, then DPW will do a dry run of what is proposed and the time and equipment will be the local match for the grant. If there are inter jurisdiction swaps then municipal agreements will be necessary. Willy is the County's designee for signing off on completion of the report/grant. Mr. Campbell asked if the scenario of the town of Putnam plowing the roads in his area will be looked at. Willy stated that will be looked at as well as everyone's cost per mile. Mr. Lindsay stated we cannot afford to do what we are doing now. Willy stated that any changes could incrementally be introduced to the system. Mr. Brown asked if we get the software product when the report is complete. Willy stated he will review the contract to see if he can get a copy of the software.

OTHER BUSINESS:

Dewatering Facility Road - Mr. Suprenant proposed having the County take over the access road to the dewatering facility. He stated it is approximately two miles long and was built for heavy traffic. The adjacent property owners, DA Collins, wants access to that property prior to the dredging being completed. DA Collins is willing to work with us to upgrade the road. The Canal Corporation would need access to the road so they can work on the banks plus they need 6 feet for a bike trail. The county should own the road for economic development and an increase in the tax base. Currently, the EPA owns the road and they are willing to give it up to a local municipality. The road is in both the towns of Kingsbury and Fort Edward. Mr. Lindsay stated the road goes across a piece of private property. There are two bridges, one is a one-lane bridge and the other is only a temporary bridge. Willy stated the temporary bridge would need to be replaced and probably the narrow one lane bridge would need to be reconstructed

to a wider two-lane bridge. Mr. Campbell asked if DA Collins would provide a new bridge. The County needs to sit down and meet with DA Collins and the towns regarding this matter. Mr. Brown asked who will be coming up with the total estimated costs for this proposal including the cost per year to maintain, what improvements are needed and the costs and how will it be financed. Mr. Suprenant stated he believes DA Collins is very willing to help make this happen. They need the road to make the Industrial Park viable. The site has rail and canal access but no road access. DA Collins does not want to wait six years until the dredging project is complete. Mr. Banks suggested requesting that the developer come up with a plan and submit it to Willy. Mr. Suprenant stated he would have the owner get the information together to present to the committee. Mr. Banks recommends the plan go to Willy for review prior to addressing the committee.

OTHER BUSINESS – Kevin addressed a budget amendment relating to the BAN on the \$1M borrowing for the highway department in 2009. The County Treasurer calculated the interest accrual on the BAN but neither the 2009 or 2010 budgets provided for principal or interest payments so therefore budget amendments are needed. Kevin stated the County Road budget amendment for the interest expense and accrual is in the amount of \$10,064 in 2009 and \$6,335 for 2010. Budget amendments will also be needed when the BAN is renewed in May. A motion to amend 2009 and 2010 County Road Fund budgets in the amount \$17,000 (out of fringe benefits) was moved by Mr. Banks, seconded by Mr. Campbell and adopted. Kevin stated we would start paying down on the BAN in 2011.

OLD BUSINESS:

Update on Bidding Process:

- Truck/Tractor – The bid opening is Thursday at 11 A.M. No bids have been received to date as bids typically come in at the last minute.

The meeting adjourned at 11:12 A.M.

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