

**PUBLIC WORKS COMMITTEE MEETING MINUTES
AUGUST 31, 2010**

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

PUBLIC WORKS COMMITTEE MEMBERS ABSENT: Suprenant, Tatko

SUPERVISORS: Rymph, LaPointe, Gordon

Debra Prehoda, Clerk

Kevin Hayes, County Administrator

Scott Tracy, Acting Superintendent

Pat Greenough, DPW Automotive Mech. Supv.

Joe Brilling, Exec. Director Sewer District

Richard Wilson

Lydia Wheeler, Post Star

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Approval of Minutes – July 28, 2010 & August 16, 2010
- 3) Department Reports/Requests:
 - A. Sewer District
 - a. Budget Amendment – Purchase of Compost Blower
 - B. Department of Public Works
 - a. Discuss Fuel System Upgrade
 - b. Equipment – Skid Steer & Pool Cars
 - c. Personnel – Vacancies & Pending Vacancies
 - d. Lease of County Owned Land for Agricultural Purposes
 - e. Discuss Status of Snowplow Grant
 - f. Update on Stale Voucher – Main Care
 - g. Discuss Budget Amendment – County Road Fund for outside Services – Res. #201 of 8/20/10
 - h. Update on Position of Superintendent of Public Works
- 4) Other Business
- 5) Adjournment

Chairman Brown called the meeting to order at 1:00 P.M.

A motion to approve the minutes of the July 28th and August 16th meetings were moved by Mr. Banks, seconded by Mr. Shay and adopted.

DISCUSS BUDGET AMENDMENT – COUNTY ROAD FUND FOR OUTSIDE SERVICES - Mr. Gordon, Supervisor Town of Whitehall, stated when the town took this County property and it had a lot of issues, he did not realized he would be charged by the County for the use of their equipment in this clean up, two trucks and two drivers. He put the gas in the vehicles and thought that was all that was required. The County DPW billed the town of Whitehall \$4,000 for this expense. Scott Tracy, Acting DPW Superintendent, stated he is in the process of calculating the labor costs. The rental rate commences as soon as the County trucks go out the door. Mr. Gordon stated he was not aware the County charged. He stated he is willing to settle for labor expense, approximately 28 hours and the same thing with the boom truck. A motion to waive the equipment rental fees on the Whitehall project, just charge for labor, was moved by Mr. Banks and seconded by Mr. Shay. Discussion. Roger Wickes, County Attorney, stated if this was a joint venture with the town on this tax property clean up, then he question if some of the expense could come out of the account for remediation of tax sale parcels. A motion to amend to get the money from wherever we can was moved by Mr. Banks, seconded by Mr. Shay and adopted. The motion to waive the equipment rental fees on the Whitehall project, just charge for labor, was moved by Mr. Banks, seconded by Mr. Shay and adopted.

SEWER DISTRICT: Joe Brillong, Executive Director, addressed the following item with the committee:

- Budget Amendment – Purchase of Compost Blower – He stated there are fifteen (15) blowers at the compost facility. One is inoperable and another is failing. He is requesting to purchase two blowers to keep the facility going. The cost per blower is approximately \$1,400. He is requesting to transfer \$3,000 from a Sewer Treatment Plant account to a Compost account and the Sewer District Board of Commissioners have approved this request. A motion to transfer funds, \$3,000, from Sewer Plant to the Compost Facility for the purchase of two blowers was moved by Mr. Watkins, seconded by Mr. Lindsay and adopted.

PUBLIC WORKS: The committee addressed the following items:

- Discuss Fuel System Upgrade – Pat Greenough, DPW, stated the fuel system is running on borrowed time. The parts are not replaceable or available and the software is aging. They have 59 different departments and entities using the system that is located at eight (8) different sites. They went out to bid and received two bids, Northeast Petroleum Technologies, Inc. \$106,890 and Valley Petroleum Services, LLC \$93,470. Ninety thousand was budgeted for this project in the 2010 budget and there is additional funding within the budget to cover the additional expense. A motion to award the bid to the low bidder, Valley Petroleum Services in the amount of \$93,470, was moved by Mr. Shay, seconded by Mr. Lindsay and adopted.
- Equipment –
 - Skid Steer & Pool Cars – In the 2010 Solid Waste budget, they budgeted for a skid steer. He has gone out for the State contract price. The price for the same machine they are using now, the New Holland L170, with all the options is \$30,516.80. Their plan is to replace a skid steer in Solid Waste and move an older skid steer into the Highway Department and retire another aging skid steer used with the milling machine, grinder for asphalt. This equipment purchase was included in the 2010 budget, \$35,000 for equipment. It was suggested going out to bid for prices. Chairman Brown suggested waiting until 2011 budget information was available prior to making any decision. All of the balers in the solid waste system have been there since the transfer stations opened. A baler costs \$270,000 and a grant is available to cover half the cost. The balers have already been rebuilt. The pumps and motors have yet to be replaced. The Treasurer reminded the committee that Pleasant Valley is loaning the Solid Waste funds. The consensus of the committee was to wait on this purchase. A motion to purchase the skid steer off state contract was moved by Ms. Idleman, seconded by Mr. Banks and defeated.
 - Pool Cars – Currently, no cars are available through state contract. A new state contract should be out in the next month or two. They planned on purchasing six cars through the 2010 budget. Kevin stated the County does not have good luck going out to bid on prices for vehicles. The committee took no action on the pool cars.
- Personnel – Vacancies & Pending Vacancies – The committee reviewed the attached organizational chart. The Highway General Supervisor III position has not been filled and it is being filled on an as needed basis by Kyle Vandewater. Scott is requesting to

backfill one mechanic position due to a retirement. He is also anticipating another retirement. A motion to approve backfill of mechanic, recommending approval, and forward to the Staffing Review Committee was moved by Mr. Watkins, seconded by Mr. Banks and adopted. Scott displayed a map of snowplow routes and the need to replace a driver for coverage of these routes. Discussion ensued on the snowplow operations, staff required and the union contract "circles" in relation to response time. All DPW employees hired now are required to have Class B license or get a CDL within six-months. Mr. Shay stated the committee is micromanaging and let the Superintendent with senior staff make these decisions. The snowplow study might also show how the system could operate with few drivers. Mr. Campbell, Budget Officer, stated after looking at the 2011 budget, six positions needed to be eliminated to avoid layoffs. There are currently nine vacancies possibly ten. Mr. LaPointe asked how to correct the situation of having Highway Workers I positions, these positions should be eliminated. The employees in those Highway Worker I positions are grandfathered in the union contract, some due to health issues.

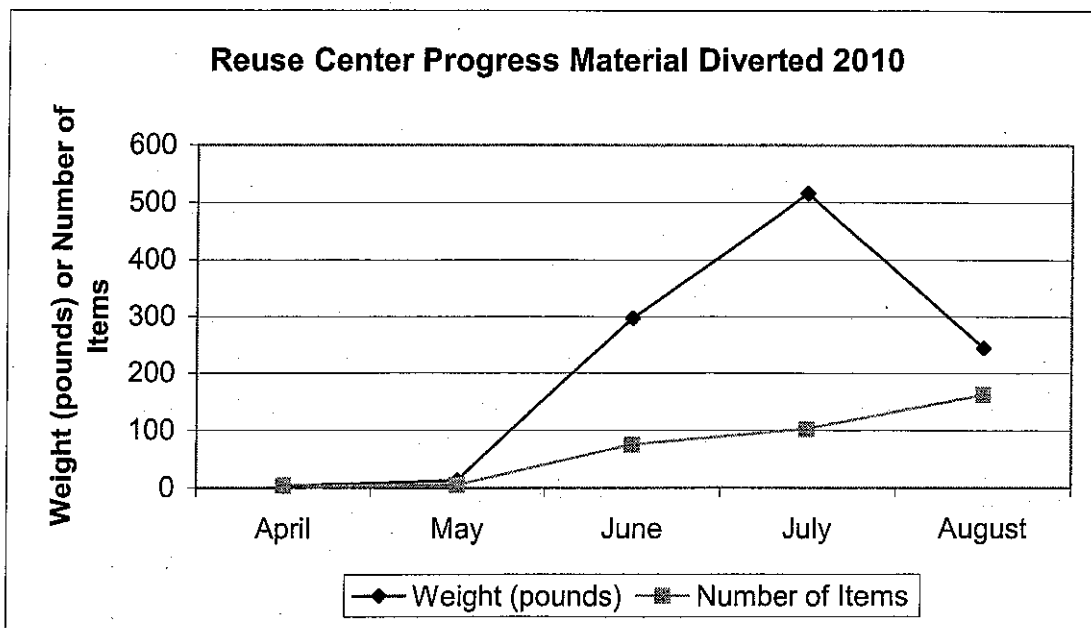
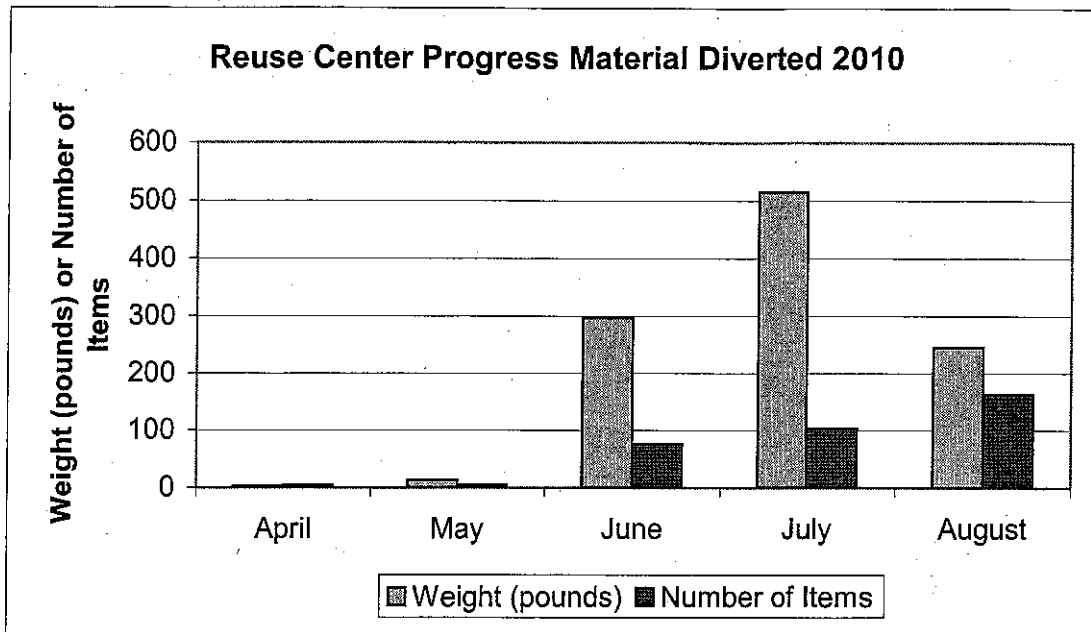
- Solid Waste Management Plan - Mike Gray, Alternative Sentencing Director, updated the committee on the status of the Solid Waste Management Plan that is being prepared by the Washington County Youth Bureau/Alternative Sentencing Agency and the Washington County Recycling Advisory Board. They are on schedule and will have Phase 1 complete by October. Right now they are in the process of soliciting information from different segments of the industry. The survey is going out on Friday. He also updated the committee on the reuse center at the Jackson Transfer Station that is entering their fifth month of operations. The attached handout was distributed, Reuse Center Progress Material Diverted 2010, attached. They also collected at the Washington County Fair 20,000 bottles in the recycling bins and of that 13200 are redeemable. They also collected cardboard.
- Lease of County Owned Land for Agricultural Purposes – Mr. Moore, who has been leasing the property, was the only bidder. The land is leased for agricultural purposes for \$500 annually. The parcel is approximately 63 acres. A motion to approve a four-year lease of County owned land in the town of Hartford for agricultural purposes to Mr. Leonard F. Moore in the amount of \$500 annually was moved by Mr. Watkins, seconded by Ms. Idleman and adopted.
- Discuss Status of Snowplow Grant – A preliminary draft of the final report was distributed, on file. Displeasure was expressed with this project and report. The committee discussed that it is possibly worth experimenting with swapping Co. Rt. 313 and Co. Rt. 49 between the County and the State. A motion to approve invoice due to Pascal Systems, Inc. in the amount of \$10,000 was moved by Mr. Banks and seconded by Mr. Watkins. Discussion. Chairman Brown recommends contacting the vendor discussing the flaws in this report. It was suggested that perhaps the consultant and the Highway General Supervisor should travel these roads and stop in the towns to talk with the town Highway Superintendents. This project was funded through a grant and to date the County has been reimbursed \$29,000. Chairman Brown will contact Pascal Systems. Mr. Banks withdrew his motion and Mr. Watkins withdrew his second.
- Update on Stale Voucher – Main Care – The matter has been thoroughly investigated, the fuel was delivered and payment was never issued. A motion to authorize payment of a 2005 stale voucher to Main Care for fuel delivery DPW in the amount of \$3,924.89 was moved by Mr. Banks, seconded by Mr. Watkins and adopted.

- Update on Position of Superintendent of Public Works – The local law setting the salary for the position of Superintendent of Public Works needs to be amended to reflect the \$75,000 annual salary. In the interim, Mr. Wilson will be appointed Acting Superintendent and once the law is changed, he will be appointed to the position of Superintendent of Public Works. Chairman Brown thanked Scott Tracy for the work he has done during this interim time.

OTHER BUSINESS:

- Removal of Glass Doors DPW Main Office - The glass doors were not handicapped accessible and were replaced. Kevin stated the glass doors in County Clerk/MV would also be made handicapped accessible, with the glass remaining.
- Engineering Services – Mr. Wilson will make some contacts for possible engineering services consultants. Professional services do not have to be bid. Chairman Brown mentioned one possible option that has been mentioned is hiring a part time person.

The meeting adjourned at 3:10 P.M.



Items In 2010			Items Out 2010		
Month	Weight	Number Items	Month	Weight	Number Items
April	258.66	107	April	2.75	4
May	233.38	147	May	13.25	5
June	443.48	184	June	296.68	75
July	294.79	139	July	515.48	102
August	216.19	102	August	244.87	162
Total	1446.5	679	Total	1073.03	348