

PUBLIC WORKS AND FINANCE & PERSONNEL COMMITTEE MEETING MINUTES  
SEPTEMBER 30, 2010

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

PUBLIC WORKS COMMITTEE MEMBERS ABSENT: Tatko

FINANCE COMMITTEE MEMBERS PRESENT: Campbell, Brown, LaPointe, Hall, Shay, Banks, Lindsay, Suprenant

FINANCE COMMITTEE MEMBERS ABSENT: Henke, Haff, Tatko

SUPERVISORS: Rymph

Debra Prehoda, Clerk

Richard Wilson, Acting Superintendent

Joe Brilling, Exec. Director Sewer District

Lydia Wheeler, Post Star

Kevin Hayes, County Administrator

Pat Greenough, DPW Automotive Mech. Supv.

Phyllis Cooper, Treasurer

Scott Tracy, DPW Engineering

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Approval of Minutes – August 30 & 31, 2010
- 3) Department Reports/Requests:
  - A. Sewer District
    - a. 2011 Budget Requests
  - B. Department of Public Works
    - a. Professional Engineering Services
    - b. DPW Equipment
    - c. Washington County Audit/Enforcement Ordinance – Adirondack Recycling
    - d. Lease of County Owned Land for Agricultural Purposes
    - e. 2011 Budget Requests
- 4) Other Business
- 5) Adjournment

Chairman Brown called the meeting to order at 10:00 A.M.

A motion to approve the minutes of the August 30<sup>th</sup> and 31<sup>st</sup> meetings were moved by Mr. Banks, seconded and adopted.

RECYCLING ADVISORY BOARD - SOLID WASTE MANAGEMENT PLAN – Mike Gray updated the committee the status of updating the Solid Waste Management Plan, handout attached.

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

- 2011 Budget Requests – His budget submission includes a 10% rate increase. Within another week, he should have information from DEC on what they expect from them in relation to the long-term plan and the compost facility. He is not positive that the 10% increase will enable them to make all the necessary replacements/changes needed. The Treasurer stated she has been looking at the true cost of services for the work provided to the Sewer District. She stated the \$28,000 at first look appears to be correct. Kevin Hayes, County Administrator, stated the Sewer District has a capital reserve plan but when operations are running short then this reserve plan and its restrictions should be looked at. He also stated they have the ability to go out to bond and they need a long-term strategy. Kevin recommends a meeting including the Treasurer and Joe Brilling and report back to the committee next month.

PUBLIC WORKS: Dick Wilson, Acting Superintendent DPW, addressed the following items:

- Professional Engineering Services – Mr. Wilson has spoken with several independent engineers with pricing ranging from \$125 to \$150 per hour for engineering services. He did place funds in engineering contractual, \$8,000. He also will be meeting with several engineering firms in the next few weeks.
- DPW Equipment: Five-Year Equipment Capital Plans on file.
- Solid Waste – 2011 Budget \$453,200 - One metal baler could be eliminated, \$275,000. They discussed finding someone to refurbish the containers. He recommends ordering the skid steer that was in this year's budget. He recommends purchasing the skid steer loader, the roll off trailer and the pressure washer. Chairman Brown recommends fixing/repairing the roll off trailer but keep the money in the budget for repairs. Scott Tracy, DPW, stated there is revenue also budgeted for half the price of the baler and that would also need to be removed. A motion to approve purchase of skid steer out of the 2010 budget was moved by Ms. Idleman, seconded by Mr. Banks and adopted. A motion to leave monies in the 2011 budget for two roll off containers, one roll off trailer, one skid steer and one pressure washer was moved by Mr. Banks and seconded by Ms. Idleman. Discussion on whether or not the County will be in the solid waste business moving forward. The Treasurer stated we have a negative fund balance of \$80,000 currently in Solid Waste and they owe Pleasant Valley \$300,000. Mr. Shay stated why not just repair the roll off containers. A motion to amend to remove the roll off containers was moved by Mr. Banks and seconded by Mr. Lindsay. Discussion on if the roll off trailer can be repaired for another year. Mr. Banks withdrew his motions and the seconds were also withdrawn. A motion to approve pressure washer and skid steer was moved by Campbell, seconded and adopted. Mr. Brown opposed. A motion to amend maintenance line item increasing by \$20,000 was moved by Mr. Shay, seconded by Mr. Watkins and adopted.
- Highway \$629,300 – Mr. Wilson recommends removing from the 2011 Highway equipment requests the following items: generator and air compressor. He believes that the foremen are on duty when they get in their trucks. He feels the pickup is part of the job. It is part of the foreman's job and he expects them to have a truck. Mr. Watkins stated it is a waste of taxpayers' money to take their trucks home. The 2002 truck requesting to be replaced has 206,000 miles on it. Chairman Rymph stated there was discussion of reducing the number of foremen and therefore we would not need as many trucks. Mr. Wilson does not believe you can man all your jobs with the foremen. The state snow contract does reimburse for our coverage of their roads per contract., generating revenue. Mrs. Hall stated there are 9 loaders in service why can't there be 8. There are eight salt sheds. Mr. Wilson removed the pick up truck. A motion to remove the loader was moved by Mr. Campbell and seconded by Mr. Brown.

Mr. Banks left the meeting at 11:34 A.M.

Mrs. Hall asked if anyone has looked into leasing. Ms. Idleman stated Greenwich looked into leasing verses buying and in the long run it was cheaper to buy. The motion to remove the loader was moved by Mr. Campbell, seconded by Mr. Brown and adopted. Ms. Idleman opposed. Discussion on renting a loader from a private company but the County has nine loaders so there is one spare. The Treasurer stated there is a

\$734,000 unreserved unappropriated fund balance in the County Road Machinery. This has no effect on the General Fund. The Treasurer stated the whole purpose of the County Road Machinery Fund is to maintain the equipment. Mr. Wilson and Pat Greenough stated the rental fees are set by the state. The 2011 budget will need to be adjusted to increase rental \$10,000 and \$20,000 for repairs for the decision not to replace a loader. Mr. Brown asked if we cannot pay rental fees to ourselves. A motion to purchase two dump trucks w/snow plows, one chipper, four chainsaws and one transmission jack was moved by Mr. Shay and seconded by Mr. Lindsay. Discussion. Chairman Brown recommends going out to bid for the two dump trucks verses state contract. The motion to purchase two dump trucks w/snow plows, one chipper, four chainsaws and one transmission jack was moved by Mr. Shay, seconded by Mr. Lindsay and adopted. Ms. Idleman opposed.

- Car Pool \$200,000 – The 4x4 pickup w/o plow is requested for Soil and Water. Kevin suggested having them use an older vehicle. The Treasurer reported there is a balance of \$481,000 in the Car Pool. Mrs. Hall stated could we use the vehicles we have and not replace any vehicles in this budget. Mr. Watkins asked if we need all these vehicles in the car pool. The six compact cars requested for 2011 are for Public Health. The SUVs are going to the Sheriff's department. Kevin suggested purchasing the Sheriff's patrol car and let them purchase the SUVs. He would like to see the fleet reviewed prior to the budget. Sam Hall will report out on his car pool study at the next meeting.
- Washington County Audit/Enforcement Ordinance – Adirondack Recycling – Mr. Wilson stated Adirondack Recycling stated they do not consider they are a recycler but rather a manufacturer. Carl Mitchell, Auditor, stated he also does not believe this firm is a hauler. They do not pick anything up, just bring things in. Adirondack Recycling perhaps is on this list because he has or had a hauler permit. Roger Wickes, County Attorney, concurred that he is probably not a hauler.
- 2011 Budget Requests Items:
  - Bridges – Mr. Wilson recommends an increase of \$50,000 for bridge repairs and remove those funds from paving. Road projects are at \$2.25M, he is proposing to use \$1,228,190M for road and bridge projects basically lowering the budget by \$1M. That would allow them to pave 10 miles possibly 14.
  - Personnel – The number of foremen at the barns was brought up for discussion. Chairman Campbell stated if the number of foremen can be reduce they could be moved back to fill in the open slots. The union contract does not allow a foreman to plow. Mr. Wilson has a meeting coming up with the foremen to discuss winter maintenance procedure and routes. Mr. Watkins asked if you could have a winter program and summer program for foremen. The foremen are in the process of unionizing through CSEA. It was suggested that sometime between midnight and four or five can be dark time for plowing. Mr. Wilson stated we have disgruntled workers out there. Kevin distributed a handout listing the DPW titles to be added to CSEA, attached. It was about one year ago that this group organized. Kevin stated an agreement is needed by the Board to recognize these titles into CSEA and then they can commence bargaining. A motion to formally recognize the titles on the attached sheet into the CSEA union was moved by Mr. Watkins, seconded by Mr. Lindsay and adopted. Mr. Watkins opposed. The Supervisor III position is not in the unit.

OTHER BUSINESS: None.

The meeting adjourned at 12:50 P.M.

# RAB: Solid Waste Management Plan

## Reporting Period 08/16/2010 – 09/30/2010

### Completed Tasks from 08/16/2010 - 09/30/2010

- RAB began phase I, initial data collected targeted for 08/01/2010 – 10/01/3010
- RAB identified 187 stakeholder targets for inclusion in stakeholder surveys. Stakeholders include commercial, industrial, agricultural, and institutional presences within Washington County as well as towns, villages, and schools.
- RAB & Youth Bureau draft and mail stakeholder survey with requested response deadline of 09/27/2010
- Stakeholders returned 43 surveys as of 09/29/2010, a 23% response rate with additional RAB follow up to encouraged stakeholder participation
- Youth Bureau gathered existing data from county sources to outline draft chapters 1-4
  - Chapter 1 -Planning Unit description
  - Chapter 2 -SW quantity and types (including recyclables)
  - Chapter 3 -Existing program description
    - 3.1 SWM facility inventory
    - 3.2 Existing efforts to recover recyclables
    - 3.3 Markets for recovered recyclables
  - Chapter 4 -Future PU projections and SW changes
- Youth Bureau & RAB begin final draft revisions of chapters 1-4
- RAB begins analysis of survey responses
- RAB met with Kevin Hayes to discuss budget components and breakdown of Solid Waste line items

### Tasks scheduled 10/01/2010 – 11/01/2010

- Stakeholder survey responses received and reviewed by RAB
- RAB to organize stakeholder meetings targeted 10/01/2010 – 10/15/2010
- RAB kick off of phase II, development and selection of schedule targeted for 10/2010 which will include a technology analysis and exploration of system options.
- RAB to focus on technology evaluation, system selection, and schedule of selection for initial draft of chapters 5-7.
  - Chapter 5 -Technology Evaluation
    - 5.1 Storage, treatment, disposal of solid waste
    - 5.2 Alternative recyclables recovery programs
    - 5.3 Cost analysis
    - 5.4 Neighboring jurisdiction impacts
  - Chapter 6 -Integrated system selection
  - Chapter 7 -Implementation Schedule (with recovery goals)