

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PUBLIC WORKS

DATE: OCTOBER 1, 2019

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SIMPSON  
MERLINO  
DICKINSON  
DIAMOND  
LOEB  
HYDE  
MAGOWAN  
WILD  
HOGAN  
GERAGHTY

OTHERS PRESENT:

KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS  
TIM BENWAY, DIRECTOR, PARKS, RECREATION & RAILROAD  
RONALD CONOVER, CHAIRMAN OF THE BOARD  
RYAN MOORE, COUNTY ADMINISTRATOR  
AMANDA ALLEN, CLERK OF THE BOARD  
ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY  
FRANK THOMAS, BUDGET OFFICER  
SUPERVISORS BRAYMER  
MCDEVITT  
SOKOL  
STROUGH

COMMITTEE MEMBER ABSENT:

SUPERVISOR FRASIER

TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
BETSY HENKEL, FISCAL MANAGER, DEPARTMENT OF PUBLIC WORKS  
WALT LENDER, REPRESENTING THE LAKE GEORGE ASSOCIATION  
GINA MINTZER, EXECUTIVE DIRECTOR, LAKE GEORGE REGIONAL CHAMBER OF  
COMMERCE & CVB  
DON LEHMAN, *THE POST STAR*  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

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*Please note, the following contains a summarization of the October 1, 2019 meeting of the Public Works Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2019/works/>*

Mr. Simpson called the meeting of the Public Works Committee to order at 10:15 a.m.

Copies of the Parks, Recreation & Railroad and DPW agendas were distributed to the Committee members and copies of same are on file with the meeting minutes.

Motion was made by Mr. Diamond, seconded by Mr. Wild and carried unanimously to approve the minutes of the last Committee meeting, subject to correction by the Clerk of the Board.

Commencing the review of the Parks, Recreation & Railroad agenda, Tim Benway, *Director, Parks, Recreation & Railroad*, presented the following:

Page 1 - Request to enter into a revocable license agreement with Stewarts Corporation for access from their proposed store on Ridge Road (NYS Route 9L) to the Warren County Bikeway

Kevin Hajos, *Superintendent of Public Works*, apprised he had met with residents of the area to discuss their concerns following which he recommended eliminating the entrance that was crossed off on the map included in agenda that cut through a wooded area which acted as a buffer for the residents who lived in the area. He said the one he was bringing forward today for approval came around toward the intersection of Ridge Street which he felt was a better access point for them.

A discussion ensued following which a motion was made by Mr. Magowan, seconded by Mr. Geraghty and carried unanimously to approve the request and the necessary resolution was authorized for the October 18<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Page 5 - Request for a new contract with Jupiter Environmental Services for removal and disposal of asbestos containing material from the demolition of the former SNCR

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Engineer's Building, pursuant to the terms and provisions of bid specifications (WC 52-19) and proposal for a term commencing upon execution by both parties and terminating upon completion of the work.

Mr. Hajos advised the bids had come in \$10,000 under the amount they had originally estimated this work to cost. Mr. Geraghty asked who was responsible for obtaining all of the proper permits and Mr. Hajos responded that would be Jupiter Environmental Services.

Motion was made by Mr. Dickinson, seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the October 18<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Page 8 - Request to accept the donation of an Observation Hive to be displayed at the Up Yonda Environmental Center Museum.

Mr. Benway stated a new group called "The Friends of Up Yonda" had donated the Observation Hive to be displayed in the Up Yonda Environmental Center Museum. Ms. Hogan inquired if this was an active hive and Mr. Benway replied affirmatively; he added this one was larger than the active hive they currently had in the Museum.

Motion was made by Ms. Hogan, seconded by Mr. Loeb and carried unanimously to approve the request and the necessary resolution was authorized for the October 18<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Continuing with the Agenda review, Mr. Benway apprised the annual Trunk or Treat event was scheduled for Saturday October 19<sup>th</sup> at Up Yonda Farm from 5-7 p.m. He explained the event was comprised of members of the public decorating their vehicles and giving out candy. He said this event was always a success, with around 300 in attendance at last years event.

Commencing the review of the DPW Agenda, Mr. Hajos presented the following:

Page 2- Request to fill the vacant position of Auto Mechanic #9, *Grade 11, Base Annual Salary \$38,225*, due to resignation.

Page 3- Request to fill the vacant position of MEO (L) #13, *Grade 7, Base Annual Salary \$33,600*, due to promotion.

Page 4- Request to fill the vacant position of MEO (L) #13, *Grade 6, Base Annual Salary \$33,600*, due to resignation.

Mr. Dickinson questioned what qualifications were required for the Auto Mechanic #9 position and Mr. Hajos replied it was an entry level position geared toward individuals who had recently graduated from the Washington-Saratoga-Warren-Hamilton-Essex BOCES mechanic program. He said during his meetings with the Budget Team they had discussed the possibility of changing the steps they had for an Auto Mechanic because new hires were hired for Auto Mechanic #1 positions regardless of their experience level and he felt this should be changed to place them in positions that better reflected their experience.

Motion was made by Mr. Magowan, seconded by Mr. Loeb and carried unanimously to approve the requests as outlined above and forward same to the Personnel & Higher Education Committee for reporting purposes. *Copies of the Notice of Intent to Fill Vacant Position forms are on file with the minutes.*

Page 5- Request for a transfer of funds amongst various Budget Codes totaling \$60,303.69.

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Motion was made by Mr. Dickinson, seconded by Mr. Loeb and carried unanimously to approve the request and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Page 6 - Request for a transfer of funds amongst various Budget Codes totaling \$25,879.88.

Motion was made by Mr. Geraghty, seconded by Mr. Magowan and carried unanimously to approve the request and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Page 7 - Request to amend the County Budget in the amount of \$1,378.46 to reflect receipt of insurance recovery funds for repair of vehicle 16-18.

Motion was made by Mr. Geraghty, seconded by Mr. Merlino and carried unanimously to approve the request as outlined above and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Page 9 - Request to close the following Capital Projects and return remaining funds to the funding source listed: H214, *Woolen Mill Bridge*, \$31.46; H323, *Gaslight festival Space*; H331, *County Bridge Projects*, \$345,035.41; H357, *CR Wood Park Fest Space Fence*; and H378, *2018 Bridge Projects*, \$201,888.48.

Mr. Loeb pointed out there was a substantial amount of money remaining in a few of these Capital Projects. Mr. Hajos advised there was a request in the agenda to create a new Capital Project for bridges within the County with the remaining funds. Mr. Loeb asked whether this was County money and Mr. Hajos replied affirmatively.

Motion was made by Mr. Dickinson, seconded by Mr. Geraghty and carried unanimously to approve the request and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Page 10 - Request to amend the County Budget in the amount of \$345,066.97 to increase Budget Code D.9950 910, *Transfers-Capital Projects*, in accordance with transfer of surplus local match funds from various capital projects back to the funding source.

Motion was made by Mr. Magowan, seconded by Mr. Dickinson and carried unanimously to approve the request as outlined above and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Page 11 - Request to amend the County Budget in the amount of \$201,888.48 to increase Budget Code A.9950 910, *Interfund Transfers*, in accordance with transfer of surplus local match funds from various capital projects back to the funding source.

Motion was made by Mr. Loeb, seconded by Mr. Magowan and carried unanimously to approve the request as outlined above and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Page 12 - Request to establish Capital Project No. H390, *County Bridge & Culvert Projects*, in the amount of \$601,381.51.

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Mr. Hajos apprised the County was doing well with its bridges, as they rarely had any red flags on them, with most the flags being yellow from the NYS DOT (*New York State Department of Transportation*) which indicated the issues were not significant. He explained red flags meant there were significant issues that required immediate attention; however, he noted, this had not occurred on a County bridge in a number of years. He said this money would be used to take care of a few more County bridges that required attention, as well as the culverts that were installed thirty years ago and had started to deteriorate to the point that they had to be replaced.

Motion was made by Mr. Magowan, seconded by Ms. Hogan and carried unanimously to approve the request as outlined above and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Page 13 - Request to increase Capital Project No. H361, *Brant Lake Lower Dam*, in the amount of \$9,000.

Mr. Hajos stated that dam owners were required by the NYS DEC (*New York State Department of Environmental Conservation*) to do an engineering assessment on their dam. He said they had recently completed an engineering assessment on the Brant Lake Lower Dam following which the NYS DEC responded with some comments; therefore, he advised, it was necessary to increase the Capital Project to allow the Consultant they had on board address those comments.

Motion was made by Mr. Wild, seconded by Mr. Dickinson and carried unanimously to approve the request as outlined above and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Page 14 - Request to amend the existing grant agreement with NYSDOT to include Supplemental Agreement No. 1 in the amount of \$232,547 for Capital Project H278, *Middleton Bridge (CR 10) over Schroon River*, commencing upon execution by both parties and terminating August 30, 2028.

Page 21 - Request to amend an existing agreement with Foit Albert Associates to include Supplemental Agreement No. 1 in the amount of \$232,547 for additional preliminary engineering and right-of-way acquisition services work on H278, *Middleton Bridge (CR 10) over Schroon River*

Page 26 - Request to increase Capital Project No. H278, *Middleton Bridge (CR 10) over Schroon River*, in the amount of \$244,670.

Mr. Hajos informed these requests pertained to the Middleton Bridge (CR 10) over Schroon River which was located off of Exit 24 of the Adirondack Northway that they had originally sought to replace in the existing location, but later decided to move it about a mile north where on one side it touched on the NYS DEC Forest Preserve Land and on the other it touched part of Ridin-Hy Ranch. He said at the time Ridin-HY had planned on donating the land on their side of the bridge, but they ran into issues because the other side of the Bridge was located on NYS DEC Forest Preserve land. He said after several years legislation was adopted to create a land bank to allow the County to pull from, but they did not currently have land to use for this, as he believed this part of the legislation was still being worked on, but it had gone through the legislation to allow the County to move forward. He advised as a result of this bridge being moved further north, there was a significant change in the scope of work from the original bridge resulting in the need for Supplemental Agreement No. 1 with NYS DOT to change the scope of work, amending the existing agreement with the contractor to be able to move forward with the work and to increase the Capital Project.

Mr. Simpson informed the Governor had signed the Bill two weeks ago, the land had been identified and it should be closed on by the end of the year according to the last update he had.

Motion was made by Mr. Dickinson, seconded by Mr. Geraghty and carried unanimously to approve the requests as outlined above and the necessary resolutions were authorized for the items listed on Pages 14 and 21 and the item listed on Page 26 was referred to the Finance Committee. *Copies of the resolution request forms are on file with the minutes.*

Page 27 - Request to amend the County Budget in the amount of \$230,748.43 to reflect receipt of additional 2019-20 Extreme Winter Recovery Funds from the NYS DOT (*New York State Department of Transportation*).

Motion was made by Mr. Geraghty, seconded by Mr. Dickinson and carried unanimously to approve the request as outlined above and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Page 29 - Request for transfer of funds in the amount of \$21,000 from Budget Code D.5112.8300 280, *Co. Roads, 2019 CR #60 Harrington Hill Road*, to Budget Code D.5110 421, *Maintenance of Roads, Equipment Rental*, and in the amount of \$25,134.63 from Budget Code D.5112.8300 280, *Co. Roads, 2019 CR #60 Harrington Hill Road*, to Budget Code D.5142 410, *Snow Removal, County-Supplies*.

Mr. Hajos apprised last year they had used a substantial amount of salt on the roads to the point they went over the amount that was budgeted for by 1,500 tons because of the winter conditions last year resulting in the majority of the county salt barns being short this year. He said he would like to use the remaining funds in the CR #60 Harrington Hill Road Project to replenish the salt, as well as to extend the rental of the paver they used for County Road Projects until the end of October.

Motion was made by Mr. Merlino, seconded by Mr. Magowan and carried unanimously to approve the request as outlined above and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Mr. Hajos pointed out the DPW Overtime and Fuel Usage Reports were included in the agenda packet, apprising overtime for this month was greater than the same timeframe last year as a result of their being more balloon launches this year at the Adirondack Balloon Festival than last year which required staff to work additional hours, as well as for mowing on County Roads that had gone on the wayside due to the staff working on County Road Projects.

In regard to the overtime expense resulting from the Adirondack Balloon Festival, Mr. Hajos advised the amount of revenue from donations and parking was more than enough to cover the labor expense of \$30,000. Mr. Magowan asked whether the remaining funds could be placed in a Reserve Account for the Adirondack Balloon Festival to assist with covering the cost of overtime for the Adirondack Balloon Festival next year instead of the money being allocated to the General Fund since typically there was a budget shortfall for this expense. Ryan Moore, *County Administrator*, responded he would like to hear the opinion of the Budget Officer, but it was an operating expense and operating revenue.

A discussion ensued following which a motion was made by Mr. Geraghty, seconded by Mr. Dickinson and carried unanimously to establish a Capital Reserve Account for the Adirondack Balloon Festival and forward same to the Finance Committee.

Mr. Geraghty recognized the DPW staff for the exceptional job they had done mowing Gold Course Road in the Town of Warrensburg.

Finally, Mr. Hajos reviewed the 2020 Budget Requests for the Parks, Recreation & Railroad and DPW Divisions, copies of which are on file with the minutes.

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During the Budget presentation, Mr. Hajos apprised he had mentioned that he would like to contract out all of the paving work, with the exception of maintenance of roads to prevent his staff from having to be pulled off of their regular duties to work on the paving crews, as this work was going on the wayside; he added he felt this would be budget neutral if they were to move forward with contracting this work out.

Mr. Simpson offered privilege of the floor to anyone present wishing to address the Committee on any matter, but no response was given.

There being no further business to come before the Public Works Committee, on motion made by Mr. Geraghty and seconded by Mr. Dickinson, Mr. Simpson adjourned the meeting at 11:29 a.m.

Respectfully submitted,  
Sarah McLenithan, Deputy Clerk of the Board