

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PUBLIC WORKS - AIRPORT, DPW AND PARKS, RECREATION & RAILROAD
HELD AT THE FLOYD BENNETT MEMORIAL AIRPORT

DATE: JUNE 28, 2011

COMMITTEE MEMBERS PRESENT:

SUPERVISORS BELDEN
BENTLEY
MERLINO
MCCOY
CONOVER
WOOD
TAYLOR

OTHERS PRESENT:

JEFFERY TENNYSON, SUPERINTENDENT OF PUBLIC WORKS
DON DEGRAW, AIRPORT MANAGER
PAUL BUTLER, DIRECTOR OF PARKS, RECREATION & RAILROAD
DANIEL G. STEC, CHAIRMAN OF THE BOARD
PAUL DUSEK, COUNTY ATTORNEY/ADMINISTRATOR
JOAN SADY, CLERK OF THE BOARD
KEVIN GERAGHTY, BUDGET OFFICER

COMMITTEE MEMBERS ABSENT:

SUPERVISORS CHAMPAGNE
MONROE

SUPERVISORS LOEB
MCDEVITT
STRAINER
THOMAS
RICH SCHERMERHORN, RICH AIR - FIXED BASE OPERATOR
DON LEHMAN, THE POST STAR
THOM RANDALL, ADIRONDACK JOURNAL
AMANDA ALLEN, SR. LEGISLATIVE OFFICE SPECIALIST
Please see the sign-in sheet for additional meeting attendees.

Mr. Belden called the meeting of the Public Works Committee to order at 9:30 a.m.

Motion was made by Mr. Bentley, seconded by Mr. Taylor and carried unanimously to approve the minutes from the prior Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Don DeGraw, Airport Manager, who distributed copies of the meeting agenda, a copy of which is also on file with the minutes.

Commencing the agenda review with Item 1, Mr. DeGraw introduced discussion on the current Airport real property lease rate. He noted that beginning on agenda page 3, he had included a chart outlining the findings derived from a survey performed to determine the lease rates charged by other area aviation facilities, which he proceeded to outline for the Committee's benefit. Mr. DeGraw apprised that following his review of the survey, an average lease rate of \$.24/sq. ft. had been determined, excluding the figures reported for the Saratoga and Glens Falls Airport locations as neither were currently assessing local taxes to leasing entities. He then pointed out that the agenda also included similar survey documentation and information provided by Rich Schermerhorn, Schermerhorn Aviation/Rich Air, FBO (Fixed Base Operator), to substantiate his firm's request that the base lease rate be decreased from \$.50/sq. ft. to \$.24/sq. ft. in light of the decision made by the Town of Queensbury to begin charging local taxes to Airport property lessees, based on their discovery of an assessment error. The survey documentation provided by Mr. Schermerhorn was also outlined by a representative of his firm.

Chris Hatin, a prospective Airport property lessee, advised that he and his business partner had been in the process of formalizing their property lease documentation when the tax issue had arisen, leading them to cease all actions pending their further consideration of the decision made by the County relative to the lease rate. He said that although they would prefer to operate from the Warren County Airport, their final decision would be based solely upon the rates determined, which they felt should be reduced in consideration of the new tax assessments.

Mr. Taylor stated that although he felt the lease rate should be lowered to a figure competitive with other area facilities, he was concerned with the effect the reduction would have on the County Budget. Mr. McCoy agreed

that a competitive lease rate should be instituted and noted that lowering the rate may draw more hangar development which would help to offset the revenues lost subsequent to the lease rate decrease.

Pursuant to his review of the information provided, Mr. Belden recommended that the lease rate be lowered to \$.25/sq. ft., and Mr. Bentley agreed with the suggestion.

Relative to Mr. Taylor's concern about the affect a lease rate reduction would have on the County Budget, Mr. DeGraw advised they currently received approximately \$34,000 annually in lease revenues and that amount would be reduced by half if the rate was lowered to \$.25/sq. ft. Mr. Belden asked if some of the lost revenues would be recovered through the County's portion of the taxes charged by the Town of Queensbury, and Mr. DeGraw replied affirmatively, adding that the reductions would also be offset by any future hangar developments.

Mr. Loeb stated that although he understood the inclination to maintain a competitive property lease rate, he felt that the Committee should consider the matter further before reducing the rate as the Airport had benefitted from a considerable amount of hangar development at the current rate and he did not feel that maintaining the current rate would impede this growth. Additionally, he opined that the reduction in revenues caused by the rate decrease would cause the County to begin subsidizing Airport operations at the expense of other necessary County programs and functions. In response to Mr. Loeb's statements, Mr. Bentley clarified that the introduction of town tax assessments to property lessees would considerably increase the lease rate well above the \$.50/sq. ft. charged and a rate reduction was the only way to offset the additional tax charges. He added that most of the revenue loss caused by the rate reduction would be recovered through tax collections.

Following further discussion on the matter, motion was made by Mr. Bentley, seconded by Mr. McCoy and carried unanimously to decrease the Airport real property lease rate from \$.50/sq. ft. to \$.25/sq. ft. for all new and existing lease agreements and the necessary resolution was authorized for the July 15th Board meeting. *A copy of the request is on file with the minutes.*

Mr. McDevitt advised he had received some complaints about fuel prices at the Airport and he questioned whether the amount charged was competitive with surrounding facilities, to which Mr. Schermerhorn replied affirmatively. He added that the price was very competitive with the Saratoga County Airport, but noted that they had difficulty maintaining rates similar to the Albany Airport due to the size of the facility and the amount of fuel sold there which allowed them to offer lower prices than smaller facilities. He apprised that overall, fuel prices were down 40-50% across the Country.

Continuing to Agenda Item 2, Mr. DeGraw presented a request to submit an application to the FAA (Federal Aviation Administration) for grant funding not to exceed \$50,000 to fund the design portion of the Runway 1 End Obstruction Removal project. He noted the grant opportunity would include a 2.5% Local Share of \$1,250 and that they intended to contract with C&S Engineers for the design work.

Motion was made by Mr. Conover, seconded by Mrs. Wood and carried unanimously to approve the previously mentioned request and the necessary resolution was authorized for the July 15th Board meeting. *A copy of the request is on file with the minutes.*

Mr. DeGraw announced that Agenda Items 3 and 4 were closely related, in that one would authorize the Chairman to execute an agreement with C&S Engineers to perform technical support services related to acquiring avigation easements/acquisitions for five parcels of land in the Runway 30 approach, contingent upon the award of FAA grant funding, while the other would establish Capital Project No. H325.9550 280, Avigation Easement/Land Acquisition for Five Parcels in the Runway 30 Approach, in the amount of \$50,000 for said grant funding.

Motion was made by Mr. Bentley, seconded by Mr. McCoy and carried unanimously to approve the request to authorize the Chairman to execute an agreement with C&S Engineers as outlined above, contingent upon the award of FAA funding, and the necessary resolution was authorized for the July 15th Board meeting. *A copy of the request is on file with the minutes.*

Motion was made by Mr. Bentley, seconded by Mr. McCoy and carried unanimously to approve the request to establish Capital Project No. H325.9550 280 in the amount of \$50,000 and refer same to the Finance Committee. *A copy of the request is on file with the minutes.*

Similar to the previous requests, Mr. DeGraw advised that Agenda Item 5 requested authorization for the Chairman to execute an agreement with C&S Engineers to perform part-time construction observation and administration services for the ARFF (Aircraft Rescue Firefighting) facility expansion project, contingent upon the award of FAA grant funding, and Agenda Item 6 requested the establishment of Capital Project No. H326.9550 280, Aircraft Rescue and Firefighting Facility Expansion, in the amount of \$190,000 for said grant funding.

Motion was made by Mr. Taylor, seconded by Mr. McCoy and carried unanimously to approve the request to authorize the Chairman to execute an agreement with C&S Engineers for part-time construction observation and administration services, contingent upon the award of FAA grant funding, and the necessary resolution was authorized for the July 15th Board meeting. *A copy of the request is on file with the minutes.*

Motion was made by Mr. Taylor, seconded by Mr. McCoy and carried unanimously to approve the request to establish Capital Project No. H326.9550 280 in the amount of \$190,000 and refer same to the Finance Committee. *A copy of the request is on file with the minutes.*

Mr. DeGraw announced that Agenda Item 7 consisted of a request to close Capital Reserve Project No. H264.9550 280, Construction Runway 1 Safety Area, which included a balance of \$302,685. He said they sought to allocate \$254,500 of this funding to Code A877.00, Airport Planning & Improvement Reserve, and use the remaining \$48,185 to cover the Local Share for several existing Capital Projects. Referring to the amount to be allocated to the Reserve, Mr. DeGraw noted that \$246,408 of the total was originally allocated from the Airport Planning and Improvement Reserve to fund the Capital Reserve Project, leaving a balance of \$8,092 which would remain in the reserve fund for future projects.

Mr. Belden recalled that the monies in question consisted mainly of Federal grant funding and questioned whether they needed to be returned to the granting entity, to which Mr. DeGraw replied in the negative. Mr. Conover asked if the nature of the Airport Planning & Improvement Reserve required Mr. DeGraw to seek Committee approvals before expending funds and Paul Dusek, County Attorney/Administrator, advised that it would depend upon the way in which the Reserve was established, adding that he would have to research the matter further before providing a definitive answer. Mr. Conover requested that the issue be researched to provide this information and Jeffery Tennyson, Superintendent of Public Works, advised his initial discussions with the Treasurer's Office indicated that a Board resolution would be necessary to expend the funds; he added that he would research the matter further in order to obtain a definitive answer to this inquiry prior to the upcoming Finance Committee meeting.

Motion was made by Mr. Conover, seconded by Mr. Bentley and carried unanimously to approve the request to close Capital Reserve Project No. H264.9550 280, reallocating funding as previously noted, as well as to amend the County Budget in the amount of \$48,185 to appropriate Local Share funding for several Airport Capital Projects, and refer same to the Finance Committee. *Copies of both requests are on file with the minutes. Note: Subsequent to the meeting it was determined necessary to amend Resolution Nos. 297 and 407 of 2010 to correct the source of funding for the Local Share of both Capital Projects to read A.9950 910, Transfers - Capital Projects Interfund Transfers, and the necessary*

resolutions were prepared for the July 15th Board meeting.

Mr. Belden questioned the status of the new fire truck and snowblower equipment being purchased for the Airport, and Mr. DeGraw apprised that the fire truck would arrive in Albany, NY within the next week and would be transported to the Airport within the next two weeks. He added that he expected the snowblower to be delivered in August or September.

Moving on with the agenda review, Mr. Belden noted there was only one Referral item to discuss which pertained to the possible procurement of an easement on the Forest Enterprises parcel to further the proposed runway extension and he questioned the status of this issue. Mr. DeGraw apprised that the next meeting with Victor Macri, owner of the Forest Enterprises parcel, had been postponed until July 29th, following the July 26th meeting of the Town of Queensbury Planning Board. He added that further information on the matter would be provided to the Committee following that meeting.

Mr. McCoy reminded the Committee that during previous meetings they had discussed the possibility of seeking an easement across private property to construct a new access road to the Airport and he questioned whether any updated information was available relative to this matter. Mr. DeGraw advised that as per his last discussions with the property owner, it seemed they would only be interested in selling the entire 25-acre parcel to the County, for which he estimated a cost of \$150,000 to \$200,000. He noted that he had included the property purchase in the FAA Capital Improvement plan for possible grant funding; however, he said, this was a low level priority which would not likely gain funding in the immediate future, but could possibly be entertained within the next five years.

Mr. Merlino entered the meeting at 9:51 a.m.

A brief discussion ensued relative to the proposed access road.

Concluding the agenda review, Mr. DeGraw referenced the Items of Interest section as follows:

1. The postponement of the meeting with Mr. Macri (VMJR) was discussed earlier in the meeting; and
2. Mr. DeGraw announced that the FAA had required the Airport to change from a C-III to a B-II Airport design category based on current aircraft operations, basically indicating that primarily smaller aircraft operated from the Warren County Airport. He said he had included a chart within the agenda to provide examples of different aircraft and their design category as a reference point. Mr. DeGraw further explained that while the change in designation would reduce the environmental impacts associated with the runway extension, it would also mean that if more than 500 annual take-offs and landings of aircraft larger than the B-II classification occurred in the future, any airport surfaces designed under B-II standards would need to be redesigned or changed at the FAA's expense.

Mr. Taylor questioned whether the change of classification would affect the amount of FAA grant funding received and Mr. DeGraw replied in the negative, noting that the classification was simply used to indicate the design specifications for the given facility.

As there was no further Airport business to discuss, privilege of the floor was extended to Paul Butler, Director of Parks, Recreation & Railroad, who distributed copies of his meeting agenda to the Committee members; *a copy of the agenda is also on file with the minutes.*

Mr. Butler said that agenda pages 1-5 consisted of information pertaining to a prior snowmobile trail management agreement with North Warren Trailblazers Snowmobile Club, Inc., authorizing use of trails across County property surrounding the Countryside Adult Home, Warren County Soil & Water and Cornell Cooperative Extension buildings for a one-year term. He noted that because there had been no negative impact to any of the previously mentioned facilities stemming from the use of these trails, as evidenced by the email notifications included in the agenda packet, he would request that the agreement be renewed to allow use of the trails for the upcoming winter season. Mr. Tennyson asked the Committee to consider approving a multi-year contract which would allow snowmobile trail use to occur without seeking annual approval. He added that a termination clause could be included in the agreement to allow the County to discontinue trail use if any negative issues should occur.

Motion was made by Mr. McCoy, seconded by Mr. Conover and carried unanimously to approve a new contract with North Warren Trailblazers Snowmobile Club, Inc. for a three-year term allowing use of snowmobile trails on County property, including a 30-day opt out notice, and the necessary resolution was authorized for the July 15th Board meeting. *A copy of the request is on file with the minutes.*

The next agenda item, Mr. Butler advised, consisted of an update on the status of the Stony Creek Platform and he circulated photos of the partially erected structure, copies of which are on file with the minutes. He noted that although a connection to the platform had not yet been made, the boring process had been completed to extend electrical utilities beneath the railroad tracks to the platform structure. Mr. Butler said that the construction process was moving at a slow pace due to minimal staffing levels which prevented them from working on the project on a daily basis; however, he added, he was making it a priority to place staff at the site whenever possible. Mr. Belden questioned whether the Platform would be completed by the end of the summer season and Mr. Butler replied that he could not provide a definitive answer because of the inconsistent manner in which the project was being addressed. Mr. Butler reiterated that his department was very short staffed and noted that the available employees had many regular maintenance related duties to address in addition to the platform construction, all while covering vacation and sick time for each other. Mr. Tennyson interjected that they had attempted to re-prioritize the workload assumed by the Parks, Recreation & Railroad staff and assign some of those duties to other DPW divisions in an effort to provide more attention to the Stony Creek Platform construction; however, he said, it had been difficult to devote staff due to the recent storm damage which required immediate attention. Mr. Tennyson interjected it was their hope that as the new railroad Operator, Iowa Pacific Holdings, LLC, assumed their position, a number of railroad related issues would be resolved, alleviating the Parks, Recreation & Railroad staff of those duties. Mr. Belden noted that the Town of Hague highway crew had begun providing mowing services in their Town on behalf of the County in an effort to lessen some of the burden on the DPW crews and Mr. Tennyson said that he certainly appreciated the initiative. Mr. Belden then asked if the project was currently under budget and Mr. Butler replied affirmatively, noting that the Platform construction had to be completed by the close of 2011 in keeping with grant deadlines.

Mr. Conover questioned whether there were standards in place dictating the elevation and setback of the platform structure from the railroad tracks and Mr. Butler replied affirmatively, noting there were FRA (Federal Railroad Administration) compliance measures that had to be followed which accounted for the types of activity proposed to occur on the tracks. Mr. Butler expounded that the platform roof design had been altered to include a further setback than initially indicated to allow proper placement for freight operations. Mr. Tennyson further explained that the initial design standards had been revised, commensurate with the changes in railroad operations, to include proper standards for a commercial passenger operation. He added that the revised design standards had been determined with the assistance of Iowa Pacific representatives.

In response to an inquiry made by Mr. Taylor, Mr. Butler said the finished platform would measure 18' x 40' and he clarified that although the initial project plans had included a roof covering the entire platform area, that would no longer be the case due to the revised offset of the roof. Mr. Butler advised that when constructed, the roof would cover most of the platform area and part of the ramp leading to the deck. When asked for the cost of the structure, Mr. Tennyson estimated a total of \$30,000 for the materials and minimal work that had to be contracted to an outside company. Mr. Butler pointed out that they were about \$7,000 under budget on the project due to the boring work for the electrical utilities coming in lower than initially estimated. Mr. Belden asked whether any County funds would be spent in connection with the project and Mr. Butler replied in the negative, noting that although the grant funding did require a 50% Local Share, that match was being made using in-kind services.

Mr. Merlino apprised that the equipment being used by Iowa Pacific represented a first class operation and he felt they had made the right decision in choosing their firm to assume the 2011 Railroad Operator contract. Adding to Mr. Merlino's comments, Mr. Butler said that he had invited Iowa Pacific representatives to the meeting and expected them to arrive shortly to provide an update on operations.

Mr. Geraghty noted that it might be beneficial to hire an outside contractor to complete the platform construction since they were under budget and would have additional grant funding to expend. He said while he understood the labor constraints facing Mr. Butler's Department, he felt they were wasting time by trying to move a crew to the platform at sporadic increments and concluded that it might behoove the County to hire an outside labor source to complete the work in a timely manner, rather than to leave an unfinished, and unusable, structure in place for the majority of the summer season. Mr. Tennyson replied that an estimate had not been prepared to indicate the amount of time necessary to complete the structure, but noted that it would take more than a couple of weeks to finish the project, unless a large crew was hired. He added that the County currently had contracts in place for carpentry work; however, he said, these contracts included prevailing wage rates in the area of \$60 per hour. Another possibility, Mr. Tennyson advised, might be to hire a small temporary carpenter staff whose salaries could be charged against the grant funding. Mr. Butler suggested that an alternate solution might be to hire temporary staff to attend to the regular duties performed by the Parks, Recreation & Railroad Department, leaving staff more familiar with the project to provide the construction work. Mr. Tennyson noted that he did not believe the grant would cover the costs of temporary positions hired to provide mowing and landscaping services and would have to review the grant documentation further to determine what expenses could be charged against it.

Following additional discussion on the matter, it was the consensus of the Committee that Messrs. Tennyson and Butler should review the matter further to determine the options available within the grant guidelines and provide updated information at the July 6th Finance Committee meeting.

Resuming his review, Mr. Butler directed the Committee members to agenda page 6, which reflected a letter from himself to the Adirondack Park Agency (APA) requesting an amendment to the County's permit for vegetative/herbicide management. He explained that the current permit authorized the County to perform herbicide application to manage vegetation growth along the railway from the Antone Mtn. Road crossing northward to the North Creek Station, but did not include the three miles leading southward to the Corinth Station. Since this three mile span was located in the Adirondack Park, permission from the APA and an amendment to the County's current permit were necessary to allow for herbicide application. Mr. Butler further explained that this issue had been raised subsequent to requests made by Iowa Pacific seeking permissions to begin herbicide applications in preparation for the start of their upcoming railroad operation.

It was the consensus of the Committee that Mr. Butler would be authorized to forward the aforementioned letter

seeking an amendment to the County's current APA permit.

As the APA permit was set to expire in September of 2012, Mr. Tennyson questioned whether the County should maintain the permit, with Iowa Pacific acting as a contractor for herbicide application on behalf of the County, or direct Iowa Pacific to submit application for an independent APA permit. Mr. Butler advised that due to the sensitive nature of the herbicide application, the County had maintained the APA permit and provided oversight for the spray contractors to ensure proper placement and use. He said there were several issues to consider when undertaking the spraying process, including the proximity of houses and wells, which someone unfamiliar with the area might not be aware of. That being said, Mr. Butler advised he would recommend that the APA permit be reassigned to Iowa Pacific upon renewal, provided that oversight would be given by his Department for the first few years to ensure that distance issues were acknowledged during the spraying process.

Mr. Tennyson addressed the next agenda item which pertained to the Committee's request to seek a no-cost time extension for the Warren County Trains Rehabilitation of Rail Line and Construction of Stations, Siding and Passenger Service Improvements, PIN 1755.99.121/.221/.321, NYSDOT (New York State Department of Transportation) grant agreement. He said he had contacted NYSDOT and found they were agreeable to the extension request and had immediately forwarded the necessary documentation to secure the extension. Mr. Tennyson advised that because prior authorization had already been provided by resolution to authorize the Chairman to sign documentation seeking no cost time extensions, no Committee action was necessary to complete this process. He concluded that the update was being provided solely for informational purposes.

Mr. Belden noted there was \$42,859 in grant funding remaining unexpended and he questioned whether the funds could be used for any purpose other than the Hadley and Thurman Platforms and Mr. Tennyson replied in the negative, confirming that the funds could only be used in connection with the two platforms identified in the original grant application. Mr. Belden stated that before any of the remaining funds were used, meetings should be held with the Towns of Hadley and Thurman to determine what work they would like to have completed at those locations; Mr. Tennyson agreed, noting that they intended to begin these discussions later in the summer season and would include the neighboring towns, as well as the Railroad Operator.

Continuing to the next agenda item, Mr. Butler announced that Steve Torrico, a representative of Iowa Pacific who served as the General Manager for the Saratoga and North Creek Railway (SNCR), had joined the meeting to provide an update on the progression of the railroad operation. Mr. Torrico said they had been very busy since the contract signing in preparing the railroad for operation, including scheduling herbicide spraying services to begin as quickly as possible because vegetation growth along the tracks was the biggest issue noted by the FRA (Federal Railroad Administration) in their preliminary inspections. Mr. Torrico advised that all of the signals along the tracks had been online for the past two weeks and had been inspected twice by FRA inspectors, with only a couple of issues being found during these inspections which had already been addressed. Track repairs were ongoing, he said, with 17 defects having been addressed during the prior day; he added that the track was in very good shape and had been inspected during the prior week. Mr. Torrico said that all FRA inspections performed thus far had been considered courtesy inspections intended to identify inefficiencies for correction prior to the formal inspections that would occur at a later date. During the prior week, he said they'd had courtesy calls from eight FRA inspectors in regards to their equipment, one of which had been to inspect the North Creek Station where no issues had been found. Referring to operations, Mr. Torrico apprised that they had recently performed test runs with a light locomotive, stopping in Corinth to pick up passenger cars for transport to the North Creek Station. He said that they intended to travel to the Saratoga Station to pick up a locomotive and in doing so, communicate with the Canadian Pacific Railroad dispatchers at that Station to accustom them to the SNCR engineers. Mr. Torrico noted that the

remainder of the week would be spent working on equipment at the North Creek Station, with full real time test runs to begin on July 6th - 9th. On the 10th of July, he said they intended to perform an FRA full service testing, which required a number of trials, including stopping the train on the heaviest grade of the tracks then releasing engine and train brakes and applying the hand brakes to see if they would stop the train. Mr. Torrico advised that the FRA had the option of being present for the test, but were not required to attend; he added that FRA regulations simply indicated that it was necessary for the tests to be performed and the results documented and filed with their organization. On July 12th the SNCR would hold an inaugural "VIP" run from North Creek to Saratoga Springs for certain invitees, he apprised, with the runs becoming open to the general public on July 14th. Mr. Torrico announced that a ticket counter and gift shop area were currently being installed at the Saratoga Station, while work continued to complete set up of the operations office and gift shop areas at the North Creek Station. He added that two additional locomotives would be arriving within the coming weeks. Thus far, Mr. Torrico advised the FRA had been very cooperative and helpful in their review of SNCR operations and facilities, as had the Canadian Pacific Railroad who controlled the section of tracks leading to the Saratoga Station.

Responding to an question posed by Mr. Butler, Mr. Torrico said that he had not brought any pictures of the train equipment to the meeting, but noted that the newly painted locomotive brandishing the SNCR name was depicted on their website, www.sncr.com. Mr. Belden thanked Mr. Torrico for his report and expressed his best wishes for the success of Iowa Pacific and the SNCR in their railroad operations.

Moving on to the next agenda item, Mr. Butler outlined the Items of Interest section, as follows:

1. The 2011 spring stocking had recently been completed, he advised, although slightly later than anticipated due to high water conditions. Mr. Butler noted that the agenda included a copy of the 2011 Warren County Fish Hatchery Stocking List, which outlined statistical information such as dates, times, fish weight, length and volume for each stocking location. He advised there were additional fish raised at the Hatchery, over and above the figures reflected in the Stocking List; and
2. Mr. Butler directed the Committee members to agenda page 9, which reflected a letter of appreciation forwarded by Ann S. Lloyd, a Town of Warrensburg resident, commending the Fish Hatchery staff for their assistance in reserving the Hatchery grounds for a reception she was planning.

Concluding the agenda review, Mr. Butler addressed the Referral Item section, as follows:

1. Mr. Butler advised there was no new information to present relative to the Trout Lake Access point matter being reviewed by the County Attorney's Office; and
2. Relative to the Committee's request for the County Attorney's Office to review the property owned jointly by the County and Town of Johnsbury to determine whether it could be sold or transferred to the Town, Mr. Dusek apprised that a temporary solution had been approved by a prior resolution and the intention was to allow the railroad situation to settle and defer the issue for review by the next County Attorney, once hired, as there were many more pressing matters to be addressed currently.

There being no further Parks, Recreation & Railroad business to discuss, privilege of the floor was extended to Mr. Tennyson, who distributed copies of the DPW agenda to the Committee members. *A copy of the agenda is also on file with the minutes.*

Mr. Tennyson began by reviewing the Diesel & Unleaded Fuel Expense charts reflected on pages 1-3 of the agenda. He concluded that the funding shortfall initially projected had decreased from \$150,000 to \$115,000, based on fuel prices; however, he added, the charts reflected fuel usage only through the month of April and did not include

consumption figures for the month of May when certain areas of the County had suffered severe storm damage requiring additional DPW attention. Mr. Tennyson advised his staff would continue to track these expenses on a monthly basis to keep the Committee apprised of the situation.

Agenda page 4, Mr. Tennyson announced, consisted of a request for a new contract with Kubricky Construction Corp. for Heavy Highway Construction work and noted that the following pages included the bid tabulation sheets outlining the bids received. He added that the bid had been generated in response to the need for some emergency work of this type, with the intent being to have a contractor in place to use on an as-needed basis. Mr. Tennyson pointed out that although the resolution request listed a specific code for funds to be expended from, the resolution should be written such that any expenses incurred would be allocated to the individual project associated with the work.

Motion was made by Mr. Taylor, seconded by Mrs. Wood and carried unanimously to approve the request for a new contract with Kubricky Construction as outlined above, and the necessary resolution was authorized for the July 15th Board meeting. *A copy of the request is on file with the minutes.*

Mr. Tennyson advised that agenda page 10 included a request for a new contract for elevator modernization services with the chosen contractor to be determined subsequent to the July 14th bid opening. He explained that although this was actually a County Facilities concern, it was being presented to the Public Works Committee because a County Facilities Committee meeting had not been called. Mr. Tennyson said a funding source was available for the modernization work, they were simply awaiting bids to determine a contractor.

Motion was made by Mr. Conover, seconded by Mrs. Wood and carried unanimously to approve the previously mentioned request and the necessary resolution was authorized for the July 15th Board meeting. *A copy of the request is on file with the minutes.*

Continuing to agenda page 12, Mr. Tennyson presented a request to transfer ownership of the improvements completed by the County on the Town of Bolton Sewer District No. 1 to the Town of Bolton.

Motion was made by Mr. McCoy, seconded by Mr. Conover and carried unanimously to approve the request to transfer ownership of sewer improvements to the Town of Bolton as noted above and the necessary resolution was authorized for the July 15th Board meeting. *A copy of the request is on file with the minutes.*

Mr. Tennyson explained agenda page 13 included a request to amend the existing contract with the Town of Bolton, as authorized by Resolution No. 615 of 2010, to allow for the next phase of work in the sewer project.

Motion was made by Mr. Conover, seconded by Mr. Bentley and carried unanimously to approve the above referenced request and the necessary resolution was authorized for the July 15th Board meeting. *A copy of the request is on file with the minutes.*

Agenda page 14 consisted of a request for a new contract for waste water collection system improvements in the Town of Bolton to include slip-lining gravity sewers, Mr. Tennyson apprised; he added that the contractor would be selected pursuant to the July 21st bid opening.

Motion was made by Mr. Conover, seconded by Mrs. Wood and carried unanimously to approve the request for new contract as previously indicated and the necessary resolution was authorized for the July 15th Board meeting. *A copy*

of the request is on file with the minutes.

Mr. Tennyson announced that beginning on agenda page 15 he had included documentation concerning staffing levels, bridge conditions and in-house engineering savings for the past few years. He explained this information was being provided in response to the Committee's request for a review of position reductions/changes, as well as the savings attained by the County through the enhanced Engineering Division. During his review of the information provided, Mr. Tennyson indicated that DPW staffing had been reduced by 59 positions since 1996, not including the seasonal positions eliminated, which constituted a 19% workforce reduction. He advised that while some of the position reductions were accommodated by shifting priorities and workloads to compensate for the loss, a considerable amount of the workload associated with the eliminated positions was transferred to the Engineering Division. Mr. Tennyson stated that over the past four years alone, reductions in staffing had led to a decrease of almost \$1 million in salary costs.

Relative to the "Warren County Bridges: NYSDOT Condition Ratings" chart included on agenda page 18, Mr. Tennyson stated it was apparent they were receiving positive results through the use of the Engineering Division to provide design work and direction on an in-house basis, rather than hiring an outside contractor. Additionally, he said the incorporation of the Bridge Crew that performed routine maintenance and washing had helped to ensure that performance issues were detected and repaired at an early stage, rather than being discovered through the NYSDOT flagging process, as had been the previous practice.

Mr. Tennyson briefly reviewed the document entitled "In-House Engineering Savings for 2009 - 2011" which was included in the agenda to indicate the costs that would have been associated with each of the projects completed on an in-house basis if outside consultant services had been sought, thereby reflecting a direct savings to the County. He concluded that although his initial intent with this reporting had been to substantiate the filling of a vacant Engineer position, he had since decided to change course and refrain from filling the position for the time being, keeping the position vacant but funded until after the completion of the 2012 Budget negotiation process. In the meantime, Mr. Tennyson said he would seek position transfers as necessary to accommodate the workload within his Department.

A brief discussion ensued.

The agenda included a request to reclassify the position of Auto Mechanic Helper #2, base salary \$30,582, to Auto Mechanic #12, base salary \$32,961, Mr. Tennyson stated. He explained that the employee currently filling the Auto Mechanic Helper position had been performing the duties of an Auto Mechanic for some time, which included trouble shooting and diagnosing vehicle problems. Mr. Tennyson further explained he had met with Mr. Dusek to discuss the matter and the determination was made that the Auto Mechanic position was necessary, thereby justifying his request for reclassification. He added that the reclassification would incur additional salary costs of approximately \$1,100 which was available within the existing budget.

Motion was made by Mr. Conover, seconded by Mrs. Wood and carried unanimously to approve the request for reclassification as outlined above and refer same to the Personnel Committee. *A copy of the request is on file with the minutes.*

Mr. Geraghty stated that he was familiar with the employee filling the position to be reclassified and said he was a benefit to the County staffing due to his extensive knowledge and ability in the auto mechanic field.

Mr. Tennyson then requested authorization to fill the vacant position of MEO -Light, base salary of \$26,370, due to resignation, as reflected in the form included on agenda page 23. He explained that a highly qualified individual had been hired to fill the position at the end of 2010; however, he said, the person had been lured back to their former position with the promise of a higher salary. Mr. Tennyson advised that the position was essential to operations within his Department.

Motion was made by Mr. Conover, seconded by Mr. Taylor and carried unanimously to approve the request to fill the vacant MEO-Light position, base salary of \$26,370, and refer same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position Form is on file with the minutes.*

Moving on, Mr. Tennyson advised that agenda page 24 included a request for transfer of funds in the amount of \$30,100 between various codes to move monies from the vacant Engineering position to part-time salary codes to allow for the hiring of temporary positions to assist with DPW operations during the summer season. Mr. Belden said he had discussed the matter with Mr. Tennyson and felt this was a valid request as although the DPW Division typically included funding within their budget to cover these expenses, it had been removed during the 2011 Budget process.

Motion was made by Mr. Conover, seconded by Mrs. Wood and carried unanimously to approve the request for transfer of funds as previously noted and refer same to the Finance Committee. *A copy of the Request for Transfer of Funds form is on file with the minutes.*

Proceeding with the agenda review, Mr. Tennyson addressed the Items of Interest section, as follows:

1. Referring to the recent storm damage in the Towns of Stony Creek and Thurman, Mr. Tennyson advised they were close to finishing the work being done in those areas and would soon be returning their attentions to the duties typically addressed by the DPW Division. He said there was a crew working on 13th Lake Road in the Town of Thurman to erect a 140' section of basket wall to address the washout that had occurred; he then proceeded to circulate pictures of the work, copies of which are on file with the minutes. Mr. Tennyson apprised the washout was caused by a 150' mudslide that had washed out approximately 300' of County highway, along with the adjacent bank wall. He added that the DPW crew was doing an excellent job in constructing the wall. Mr. Tennyson advised that he had several other pictures of the storm damage and would circulate them at the next Committee meeting. He then distributed copies of several Federal Aid highway projects, including the Woolen Mill, Harrington Road and Alder Brook Road Bridges, noting that the Woolen Mill Bridge was nearing completion and would be opened in mid-July, while the Alder Brook Road Bridge had been opened but required the completion of some wetland work which the contractor may have to complete in the fall season due to the high water levels and permit restrictions. As for the Harrington Road Bridge, Mr. Tennyson apprised that the bridge had been removed and a detour route introduced; he added this was a Federal aid project that had been delayed due to high water conditions.

Mr. Tennyson advised the final agenda item pertained to Referrals, only one of which existed and had been addressed earlier in the meeting with his review of the Engineering Division. As the matter had been discussed, he asked that it be removed from the Referral List.

Mr. Conover questioned the status of the RFP (request for proposal) for waste management collection services and Mr. Dusek advised the RFP documents had been forwarded to the Purchasing Department on the prior day for

advertising with a deadline of July 21st at 3:00 p.m. He said that separate bid documents would be released for hauling services based on the results of the disposal RFP, and noted that they had plenty of time to release this bid before a decision on the matter was necessary to coincide with the expiration of the burn plant contract.

Mr. Bentley asked if the hauling prices would be necessary to determine whether to transport waste to the burn plant or an alternate landfill and Mr. Dusek responded they could not release the RFP for hauling services until the disposal site was selected; therefore, he said, he had decided the RFP for disposal services should be released first, with the hauling RFP being released after a disposal site was selected.

Mr. Tennyson thanked Peckham Materials for the exceptional assistance provided to the County following the recent storm damage. He said because the type of materials needed to address the damages were not stockpiled by the County, distribution services were needed and Peckham Materials had been willing to provide them in a timely manner, as well as to keep their plant open after normal business hours to ensure the County had the materials they needed to address and repair damages. Mr. Tennyson noted that Peckham Materials had been very responsive to the Towns affected by the storm damage, as well. He advised R&B Construction had also responded with prompt attention to the County's needs, as well as Kubricky Construction and Rifenburg Construction, both of whom serviced the County under emergency contracts.

Relative to the Beach Road Reconstruction Project, Mr. McDevitt said he had recently read an article in which a public official was quoted as saying that if the experimental use of porous pavement procedures was not to the County's liking, the road would be re-paved using conventional blacktopping procedures at no cost to the County and he questioned whether this assessment was accurate. Mr. Tennyson responded by clarifying that typically, when Federal funding was used for a road project, that road would not be eligible for additional funding for the following ten years; however, he said, because the Beach Road would incorporate the use of what was considered to be an experimental paving procedure because it had not been used in any other part of the State, the Federal Highway Administration would not institute the 10-year statute in this case should the County be unhappy with the application. He explained that the porous pavement was proposed to be a more environmentally friendly application which would be a good fit for the Beach Road Project due to the highway's close proximity to Lake George. Mr. Tennyson added that while there were numerous environmental benefits associated with the procedure, risks associated with it, as far as durability and life span, were unknown.

A brief discussion ensued.

Mr. Conover said he had heard a number of accolades respective to the County's response to the recent storm damage and he commended Mr. Tennyson for the leadership he had demonstrated during these events which he said validated the Board's decision to appoint him as Superintendent of Public Works as he showed a level of maturity well beyond his years. Mr. Tennyson said he appreciated the statements and said it was his exceptional staff that allowed him to remain calm and in control during these events because he was confident they were doing the right things.

As there was no further business to be discussed by the Public Works Committee, on motion made by Mr. McCoy and seconded by Mrs. Wood, Mr. Belden adjourned the meeting at 11:14 a.m.

Respectfully submitted,
Amanda Allen, Sr. Legislative Office Specialist