

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PUBLIC WORKS

DATE: NOVEMBER 26, 2014

COMMITTEE MEMBERS PRESENT:

SUPERVISORS MERLINO
CONOVER
WOOD
TAYLOR
FRASIER
DICKINSON
SIMPSON
SOKOL

OTHERS PRESENT:

JEFFERY TENNYSON, SUPERINTENDENT OF PUBLIC WORKS
JUSTIN GONYO, GENERAL SUPERINTENDENT, SARATOGA & NORTH CREEK RAILWAY
KEVIN GERAGHTY, CHAIRMAN OF THE BOARD
PAUL DUSEK, COUNTY ADMINISTRATOR
JOAN SADY, CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER
DON LEHMAN, *THE POST STAR*
SAMANTHA HOGAN, ASSISTANT SECRETARY TO THE CLERK OF THE BOARD

COMMITTEE MEMBER ABSENT:

SUPERVISOR VANSELOW

Mr. Merlino called the meeting of the Public Works Committee to order at 10:02 a.m.

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

Privilege of the floor was extended to Jeffery Tennyson, Superintendent of Public Works, who distributed copies of the Parks, Recreation & Railroad and DPW Agendas to the Committee members; copies of both Agendas are on file with the meeting minutes.

Commencing the review of the Parks, Recreation & Railroad Agenda, privilege of the floor was extended to Justin Gonyo, General Superintendent of the Saratoga & North Creek Railway (SNCR), who provided an update on railway operations. Mr. Gonyo stated that Polar Express sales were strong this year and he noted they had already sold 22,000 tickets and there were still 4 weeks remaining in the season. He added that they had been receiving a lot of positive feedback on the set enhancements made at the "North Pole".

Next, Mr. Gonyo provided an update on the freight operations contract to move 8,000 tons of stone from the Tahawus mines to Tauton, MA. He advised that SNCR had already moved 4,000 tons of aggregate material and anticipated the remaining 4,000 tons would be transferred in the spring, weather permitting.

Mr. Gonyo stated that the regular 2015 train schedule had been finalized and should be in circulation by the end of January 2015.

Mr. Gonyo advised, The Pumpkin Patch Express event had sold out, transporting 650 passengers in addition to the Fall Foliage passengers.

Moving on, Mr. Gonyo informed the Committee of upgrades that were being done on two of the locomotives. He noted that the SNCR 52 & 56 locomotives were both Electricmotive Division BL-2 units and he added that there were only ten of these models left in the Country, only four of which were operating. He continued that both of these locomotives were going to be receiving hot start upgrades, which he explained meant that during periods of cold temperatures the heating pump would keep the oil and the other fluids flowing, rather than idling the diesel engines as they had done in the past. He added that this would reduce the amount of fuel used by 23,000 gallons over the course of a year.

Finally, Mr. Gonyo advised that the Snow Train Schedule had been finalized. He explained that the previous years schedule had been modified to include operations on Martin Luther King Day, President's Week and St. Patrick's Day Weekend. He further stated that the Snow Train would make two round trips between North Creek and Saratoga each day. In addition to the Snow Train, Mr. Gonyo stated they would be bringing back the St. Patrick's and Valentine's Day Dinner Trains.

Chairman Geraghty asked how many cars are were currently running on each of the trains and Mr. Gonyo answered there were ten cars on the train running between North Creek and Tahawus and twenty cars on trains running south of North Creek. Chairman Geraghty questioned the weight of each of the cars and Mr. Gonyo answered that each car weighed approximately 100 tons.

Continuing the agenda review, Mr. Tennyson directed the Committee members to Agenda page 1 which included a request for new agreements with the Towns of Hague, Horicon, Lake Luzerne and Thurman in the total amount of \$90,000 (\$27,000 each for the Towns of Horicon, Lake Luzerne and Thurman, and \$9,000 for the Town of Hague)for snowmobile trail maintenance and equipment for the term commencing January 1, 2015 and terminating December 31, 2015. He advised that this was the typical agreement approved annually.

Motion was made by Mr. Conover and seconded by Mr. Simpson to approve the request.

In response to a question posed by Chairman Geraghty in regards to the snowmobile trail crossing the train tracks in Thurman, Ms. Wood advised that they had rerouted the trail, but it was very narrow and they were experiencing difficulties moving snow. She stated other than that, everything else was fine.

There being no further discussion on the issue, Mr. Merlino called the question and the aforementioned motion was carried by unanimous vote, thereby authorizing the necessary resolution for the December 19th Board Meeting. *A copy of the resolution request form is on file with the meeting minutes.*

Mr. Tennyson advised the next agenda item pertained to a request for a new intermunicipal agreement with the Town of Bolton to authorize the acceptance of \$20,000 in support of the Up Yonda Environmental Education Center for the 2015 budget year.

Motion was made by Mr. Simpson, seconded by Ms. Wood and carried unanimously to approve an intermunicipal agreement with the Town of Bolton and the necessary resolution was authorized for the December 19th Board meeting. *A copy of the resolution request form is on file with the meeting minutes.*

Concluding the Parks, Recreation and Railroad agenda review with the Items of Interest section, Mr. Tennyson passed around photographs taken of Up Yonda Farm's 1st Annual Trunk or Treat event. He said the event had been successful, with 16 vehicles participating and 332 attendees. *Copies of the photographs can be found on file with the minutes.* He apprised that Up Yonda would be closed December 25th to December 27th for Christmas.

Mr. Tennyson notified the Committee that he had met with Paul Butler, Director of Parks, Recreation and Railroad, who had reported to work that morning and would be working part-time at the Fish Hatchery; he said Mr. Butler hoped to resume working full-time before the end of winter. Mr. Tennyson advised that Mr. Butler had remained in communication with his staff during his absence and Tim Benway, Recreation Facilities Manager, and Laura Lane, Senior Account Clerk, had been filling in to maintain operations.

There being no further Parks, Recreation and Railroad business to discuss, Mr. Tennyson began the review of the DPW Agenda with the Overtime Report which was included on page 1. He noted it had been an easy start to the winter and there was nothing unusual to report.

Agenda page two, Mr. Tennyson stated, included a request to amend the budget in the amount of \$28,045.38 for services the DPW Road Maintenance Staff had performed at the Airport and for the Buildings and Grounds Division.

Motion was made by Mr. Dickinson, seconded by Mr. Taylor and carried unanimously to approve the request as presented and refer same to the Finance Committee; *a copy of the resolution request form is on file with the minutes.*

Moving on to page 3, Mr. Tennyson presented a request to amend the existing New York State Department of Transportation (NYSDOT) grant agreement for the West Mountain Road Bicycling Improvement projects to include Supplemental Agreement No. 1 in the amount of \$12,750 which represented the State Marchiselli share of the project. Mr. Tennyson advised Agenda page 8 included a request to increase Capital Project No. H328.9550 280, West Mountain Road Bicycling Improvements, in the amount of \$12,750.

Chairman Geraghty noted he had heard that at the Queensbury Town Board meetings there had been some concerns in regard to West Mountain Road and he asked Mr. Tennyson to provide some information on what the issues were. In response, Mr. Tennyson stated that he was unsure of any problems and he advised, the only complaint he had heard was from an individual that had concerns with respect to the Towns access for the Rush Pond Trail.

Motion was made by Mr. Sokol, seconded by Mr. Taylor and carried unanimously to approve the aforementioned request to amend the NYSDOT grant agreement and the necessary resolution was authorized for the December 19th Board meeting; *a copy of the resolution request form is on file with the minutes.*

Motion was made by Mr. Sokol, seconded by Mr. Taylor and carried unanimously to approve the request to increase Capital Project H328.9550 280 in the amount of \$12,750 and refer same to the Finance Committee. *A copy of the request is on file with the minutes.*

Next, Mr. Tennyson presented the request to establish Capital Project No. H354.9550 280, County Highway Preservation Project, in the amount of \$160,165. He said he expected the NYSDOT grant documents for this project to arrive soon, and he noted that if he received them before the next Finance Committee meeting, he would forward an out of Committee request to approve them.

Motion was made by Mr. Sokol, seconded by Mrs. Frasier and carried unanimously to approve the request and refer same to the Finance Committee. *A copy of the request is on file with the meeting minutes.*

Continuing to Agenda page 10, Mr. Tennyson presented a request to enter into a new agreement with B-Lann Equipment Co. for fire suppression inspection & services for fueling facilities for the term commencing upon execution and terminating December 31, 2015, with two possible one-year extensions.

Motion was made by Ms. Wood, seconded by Mr. Dickinson and carried unanimously to approve the request to enter into an agreement with B-Lann Equipment Co. and the necessary resolution was

authorized for the December 19th Board meeting. *A copy of the resolution request form is on file with the minutes.*

The next Agenda items, Mr. Tennyson stated, were requests to fill vacant positions. He advised the agenda packet included a summary of the DPW full time positions, which he proceeded to review noting that there had been a 22% reduction in the DPW workforce since 2006.

Mr. Tennyson presented a request to fill the vacant position of Building Maintenance Worker #12 (Grade 6, Base Annual Salary \$28,046), due to termination. He stated that he had sent the Notice of Intent to Fill Vacant Position form to the County Human Resources Director for approval.

Mr. Dickinson asked whether Mr. Tennyson had someone in mind for the position and Mr. Tennyson responded that he had a temporary employee who would be included in the interview process.

Motion was made by Mr. Dickinson, seconded by Ms. Wood and carried unanimously to fill the vacant Building Maintenance Worker #12 position and refer same to the Personnel Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

Mr. Tennyson then presented a request to fill the vacant position of Auto Mechanic, (Grade 9, Annual Salary \$31,915), due to retirement. Mr. Tennyson stated that in addition to the vacant position, another mechanic was preparing to take a medical leave, and the return to work date was unknown. He advised that he had spoken to the County Administrator about this matter. Paul Dusek, County Administrator, clarified that when the Notice to Fill Vacant Position Forms are submitted they must be approved by the Human Resources Director, himself, the Budget Officer and the Chairman of the respective Committee. He noted that in this case due to the timing, Mr. Tennyson was asking the Committee to provide their approval subject to the review and approval of the aforementioned individuals. Mr. Dusek advised that he was not ready to approve the request until a review of the DPW Shop had been done and he said he intended to schedule a meeting with Mr. Tennyson and the DPW Shop Manager to discuss this matter.

Mr. Conover asked if the mechanics had other abilities, such as machine work. Mr. Tennyson replied affirmatively, adding that some of the mechanics had a CDL license, which was not a requirement of their job description, but allowed for this staff to assist in the highway division if the need arose.

Motion was made by Mr. Dickinson, seconded by Mrs. Frasier and carried unanimously to fill the vacant Auto Mechanic position, contingent upon approvals by Human Resources Director, County Administrator and Budget Officer, 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.*

Next, Mr. Tennyson presented a request for a transfer of funds totaling \$39,949.92 between various budget codes to correct budgeting errors in employee benefits.

Motion was made by Mr. Dickinson, seconded by Mr. Sokol and carried unanimously to approve the request for a transfer of funds, as outlined above, and to refer same to the Finance Committee. *A copy of the request form is on file with the minutes.*

Page 16, Mr. Tennyson noted was a request to transfer funds totaling \$58,777 between various budget codes to offset deficits.

Motion was made by Mr. Dickinson, seconded by Mr. Sokol and carried unanimously to approve the request for a transfer of funds, and to refer same to the Finance Committee. *A copy of the request form is on file with the minutes.*

Page 17, Mr. Tennyson advised, included a request to transfer funds totaling \$58,089.64 between various budget codes to move existing funds for road projects.

Motion was made by Mr. Dickinson, seconded by Ms. Wood and carried unanimously to approve the request for a transfer of funds, as outlined above, and to refer same to the Finance Committee. *A copy of the request form is on file with the minutes.*

Continuing to Agenda page 20, Mr. Tennyson presented the request to transfer funds totaling \$4,000 between various budget codes to provide monies to County Road Projects that needed additional funding.

Motion was made by Mr. Dickinson, seconded by Ms. Wood and carried unanimously to approve the request for a transfer of funds, and to refer same to the Finance Committee. *A copy of the request form is on file with the minutes.*

Mr. Tennyson stated that he anticipated more transfers would need to be made, but said he believed they would all be within the existing 2014 Public Works Budget.

Moving on to the Pending Items section of the Agenda, Mr. Tennyson advised that a couple of Capital Projects would be presented to the Finance Committee for close-out and transfer of any unused funds to other projects for 2015.

Mr. Dusek advised that in regards to the Pending Items, they were currently in the process of changing how things were communicated to the Board of Supervisors. He noted that these things would be coming through in time to be presented to the full Board. Mr. Dusek informed that in this circumstance Mr. Merlino, as Chairman of the Public Works Committee, would receive the out of Committee resolution request forms, as well as all of the other members of the Committee, as soon as they were prepared prior to the Board meeting.

Concluding his Agenda review, Mr. Tennyson displayed photographs of a section of Bay Road, which had been the final construction project for 2014. Mr. Dickinson complimented the DPW crews on the Bay Road project, as did Mr. Merlino.

Mr. Tennyson stated that he was proud of the highway crew, and noted that some significant changes had been made within the department. He added that at the start of the season they had hired a new Highway Manager and Paving Foreman and noted this was probably the busiest construction season ever. Mr. Tennyson advised that the Board had funded the highway division well this year which enabled them to do \$3.2 million worth of paving this season, not including labor costs. He stated that the crews had finished early allowing them to stretch the paving season. Mr. Tennyson informed that the new Highway Manager was doing a great job and was improving on some old procedures.

Chairman Geraghty advised that he had received an email from a resident located on Olmsteadville Road complaining about a culvert. He stated that he had called Mr. Tennyson who had the culvert taken care of, following which Chairman Geraghty said he had received another email about the great job the County had done.

Chairman Geraghty suggested that Mr. Tennyson keep in touch with NYSDOT in regards to the Horicon Bridge. Mr. Tennyson noted that with Chairman Geraghty's help they had just received a letter from the DEC, that would allow them to begin the design work on the superstructure this winter and be ready for construction by early summer. He advised they were still sorting out details with NYSDEC and he hoped that the project would not be delayed further. Chairman Geraghty noted that Mr. Simpson, Supervisor of the Town of Horicon, had an engineering firm on contract that should be in communication with NYSDEC to assist in moving things along.

There being no further business to come before the Public Works Committee, on motion made by Mr. Simpson and seconded by Ms. Wood, Mr. Merlino adjourned the meeting at 10:35 a.m.

Respectfully submitted,
Samantha Hogan, Assistant Secretary to the Clerk of the Board