

PUBLIC WORKS COMMITTEE MEETING MINUTES
FEBRUARY 28, 2023

PUBLIC WORKS COMMITTEE MEMBERS PRESENT: Skellie, Rozell, O'Brien, Fedler, Wilson, Fisher

PUBLIC WORKS COMMITTEE MEMBERS ABSENT: Haff, Shaw, Ferguson

SUPERVISORS: Hall, Hicks, Nolan, Hogan, Clary, Griffith

Debra Prehoda, Clerk

Roger Wickes, County Attorney

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – January 31, 2023
3. Department Reports/Requests:
 - A. Sewer District
 - 1) Budget Amendment – Operations Laborer cost (\$68,000)
 - B. Public Works
 - 1) Resolution Request – Marchiselli – Gray Lane Bridge
 - 2) Household Hazardous Waste Award/Grant Application
 - 3) Award Bid – Pickup Trucks
 - 4) Auction for Trucks
 - 5) BridgeNY
 - 6) Lock 8 Way Bridge Update
4. Other Business
5. Adjournment

Chairman Skellie called the meeting to order at 10:00 A.M. in the Supervisors' Classroom Room B214, Municipal Center, Fort Edward, New York. Vice Chairman Hall was need for a quorum at the start of the meeting.

A motion to accept the minutes of the January 31, 2023 meeting was moved by Mr. Hall, seconded by Mr. Rozell, and adopted.

SEWER DISTRICT – Jason Denno, Executive Director, addressed the following items with the committee:

- Budget Amendment:
 - Operations Laborer Cost \$68,000 – This position is currently in the Staffing Pattern but not in the 2023 budget. The scenario playing out in this situation is an employee that was in the Wastewater Operator Trainee title is now moving back to the Laborer position title. The budget amendment for this position plus fringe is \$68,000 and this employee is currently being paid as Laborer on step 4 at roughly \$45,000 and added fringe at 50%, \$22,000. Requesting to move funds from GB.599 Fund Balance to regular earnings GB.8000.8130.121 \$68,000. Motion to move budget amendment to the Finance Committee was moved by Mr. O'Brien, and seconded by Mr. Fisher. Discussion. Mr. Denno stated this position is currently on the Staffing Pattern. He wants to keep the Operator Trainee title open and just shift that employee back to Laborer step 4 for which he is currently being paid. He actually needs to put an Operator Trainee in that position. Mr. Skellie asked if this was just a wash kind of move and Mr. Denno agreed. Motion to move budget amendment to the Finance Committee was moved by Mr. O'Brien, seconded by Mr. Fisher, and adopted.

DEPARTMENT OF PUBLIC WORKS – Deborah Donohue, Superintendent of Public Works, addressed the following items with the committee:

- Resolution Requests – Marchiselli Funding for Gray Lane Bridge & Church Street Bridge:

- Bridge on Gray Lane in Whitehall – Motion to forward Marchiselli funding in the amount of \$628,985 for design and right of way work on the Gray Lane Bridge in Whitehall to the Finance Committee was moved by Mr. O'Brien, seconded by Mr. Rozell, and adopted.
- Supplemental Marchiselli Funding for Church Street Bridge Project in Granville – Motion to forward Marchiselli funding in the amount of \$19,902 adding dollars to the construction inspection base of the project to the Finance Committee was moved by Mr. O'Brien, seconded by Mr. Fisher, and adopted.
- Household Hazardous Waste Award/Grant Application – Public Works sent out an RFP with two responders: Tradebe and MXI. MXI did the last household hazardous waste collection. Public Works reviewed the bids with qualification similar except there was a cost difference with Tradebe being about \$5,000 lower than MXI. Motion to award Household Hazardous Waste project to Tradebe and forward to the Finance Committee for a budget amendment was moved by Mr. Fisher and seconded by Mr. Wilson. Discussion. Awarded a grant by the State to pay for half the cost but the Superintendent added that it is next year that they pay for this year's collection event. Proposing to hold the event around the first week in May but that has not been finalized because the RFP has not been awarded yet. The Superintendent stated it will also be a paint collection day. Motion to award Household Hazardous Waste project to Tradebe and forward to the Finance Committee for a budget amendment was moved by Mr. Fisher, seconded by Mr. Wilson, and adopted.
- Award Mini Bid – DPW Service Truck – The bid came in under budget and requesting to award to Joe Basil Chevrolet, Inc. for \$56,159.36. This includes the utility body. They are still going through foreman trucks because the diesel was so expensive that they are considering getting one diesel. Motion to award mini bid for DPW service truck to Joe Basil Chevrolet, Inc. in the amount of \$56,159.36 was moved by Mr. Wilson, seconded by Mrs. Fedler, and adopted.
- Reject Mini Bid – Issued a mini-bid for the Veterans for an all-wheel drive van. The only person who got back to us was for a rear wheel drive so the bid did not meet the specification so it needs to be rejected. Motion to reject mini bid for Veterans van because it did not meet specifications was moved by Mrs. Fedler and seconded by Mr. Wilson. Discussion. Only Ford makes an all-wheel drive van and they cannot get any of these vans so Public Works is trying to work with the Veterans Department to see what is best for them. This is like a 15-passenger bigger van. She stated they are getting one wheelchair van and one not and the Superintendent stated that is one thing they plan to discuss with the department. Motion to reject mini bid for Veterans van because it did not meet specifications was moved by Mrs. Fedler, seconded by Mr. Wilson and adopted.
- Auction for Trucks – DPW has a truck with no transmission, a blown motor, and a stainless steel box that towns have expressed an interested in acquiring. She has spoken to Gov Deals that does their auction and they can set up a tier auction with the bidders involved using their account as an umbrella sort of and we give Gov Deals the information so the entity is added to a list and when the auction is live the people added to the list will be able to see it and allowed to bid. She plans to send all Supervisor and Highway Superintendents what they have on this truck so that they have, history and information on it to bid. The Superintendent stated usually when they do a bid at the end the person is able to buy it and at the last meeting, the committee requested she come back to committee with the bid to approve or reject. This auction will only be open to the specific bidders listed. Gov Deals is going to charge us and if we reject the bid I guess the County will have to pay that fee because Gov Deals has their commission on there. The low bidder would pay the commission if awarded but if the County rejected bid then the County would have to pay the commission so Gov Deals would be made

whole. Hope to offer their cycled out trucks in better condition in the near future so this is kind of a test. The Superintendent will have the bid close the day before the next committee meeting.

- Construction materials are bid in the early spring and those bids will be opened tomorrow and on Thursday. The Superintendent does not want to wait until the next meeting to award these bids and would like approval to send these bids to the Finance Committee for consideration. Motion to approve sending DPW construction materials bids to the Finance Committee was moved by Mr. O'Brien, seconded by Mrs. Fedler, and adopted.
- BridgeNY is working a little different right now. They gave each county a certain amount of money and DPW put County Rt. 3 project on the list and it is going to be about \$2,578,150. Motion to move budget amendment to the Finance Committee to add this funding to their budget was moved by Mrs. Fedler and seconded by Mr. O'Brien. Discussion. The Superintendent stated there is a 5% match on this project. Motion to move budget amendment to the Finance Committee to add this funding to their budget was moved by Mrs. Fedler, seconded by Mr. O'Brien, and adopted. This funding is through the Adirondack Glens Falls Transportation Council, an MPO, so we do not have to go through the State.
- At the NYSAC meeting yesterday, two resolutions presented to increase the CHIPS funding and BridgeNY funding.
- Hartford MOA – The Superintendent asked for direction on how to proceed with Hartford MOA. Asked the committee if the MOA should be signed or not and the winter season is almost over. The County Attorney stated the original Hartford MOA had language in his opinion said that if you called we had to go, we were obligated to go rather than if we could go, if we had enough people, so we are assuming an obligation that we might not be able to meet and there was no provision for when our staff was full engaged. He stated the new MOA states the County will come if we can but we don't have to if we can't. It also cleaned up the reimbursement for the cost of the people and the materials but we have a rate that the State reimburses us so would rather see the agreement say they are going to pay us that number. The County Attorney stated the agreement we have now with towns is more like mutual aid like if they have a truck breakdown, we will come help you out and figure it out later kind of thing. If this is going to be a regular thing then a more formalized agreement which Mr. Haff would prefer as does the County Attorney. This is kind of a unique situation. Mr. Wilson stated if Hartford wants an MOA then do it with fixed rate and situation dependent if we are available. The County Attorney stated the MOA just needs to remove about two sentences regarding reimbursement and add at our rate. This would be for this year. Mrs. Fedler expressed concerns and does not want it to state that we are the ones that are going to be responsible for the roads and if our staff for the county is drawn away from their jobs to maintain our roads because of an ongoing problem in Hartford, she has concerns with the safety on our county roads. Hartford should still be working to solve their problem. The County Attorney said the MOA now states that when the town of Hartford requests the County's assistance we agree within the constraints of manpower, available equipment, and available resources in our discretion to plow, sand, salt and maintain its necessary portions of highway that are adjacent or in proximity to respective provider continuing through April 30th 2023. The town of Granville has been working with Hartford on an MOA. Hartford has part time help right now to plow. The County has not helped Hartford to date and Hartford has not requested help. Committee consensus was to let it ride, skip the MOA, for now.
- Lock 8 Way Bridge Update – Received Marchiselli paperwork from the State, sent it to Finance and then a resolution to the full Board and it was tabled. Mr. Skellie stated it was tabled because two or three things need to be met before it comes off the table. If the

resolution does not come off the table for consideration at the next meeting it would have to be reintroduced. The County Attorney stated he has spoken with the IDA Attorney who is working on the agreement for the 5% match. If it takes two or three month to resolve these matters the Superintendent stated it is not a huge deal. She stated they like to keep these things moving because of how slow the state is but it is not at risk of losing its funding. Should still have enough time to do design to go to construction. Also waiting for the IDA UTEP policy and also how the administrative costs will be handled. Mr. Skellie stated it was in the resolution that the IDA was going to have to pay the 5% cost share and the administration was going to be covered by either cash and or replacement bridge. The County Attorney stated the IDA would reimburse the County for the local match and by cash or other value the value of the administrative time spent by County staff. He stated it is 5% regardless and then whatever cash or barter or whatever's left over for the administrative. The Superintendent stated wasn't it bartered that it would be the bridge. The County Attorney stated well if the administrative costs are more than the bridge or less than the bridge then discussion will have to be had. It is not only the Superintendent's time but others like the County Attorney and County Treasurer. The Superintendent stated the IDA project would not have been eligible for Marchiselli funding if they had done the project themselves. So, there is substantial value that the County is providing to the IDA by serving as a partner. The County Attorney, in conversations with the County Treasurer who was not present for today's meeting, has mentioned the cost of money is going up and by committing to this project it is either money the County is not committing to a County project or cash flow. Mr. Hogan, who moved to table the resolution, stated he wants to make sure we have a solid partner with the IDA. The Superintendent stated it would be great to have a temporary bridge in case we needed to put one up. Mr. O'Brien stated the temporary bridge would have been an excellent solution for the Gray Lane bridge in Whitehall. The Superintendent stated that was what they were originally trying to do but she wanted to keep our process going forward and not rely on one project for another. The Superintendent stated the temporary bridge is a good value to acquire into our assets at the County because right now our temporary bridges are small and old. The County Attorney read a portion of Resolution No. 219 dated September 16, 2022 about the 5% match and administrative time, attached. Mrs. Fedler stated the Superintendent might want to put a value to her time anyway in case another project comes around that wants administrative assistance. Taking out the temporary bridge is part of the contract. Mr. Wilson thinks the Superintendent should keep track of her administrative costs, Superintendent's time, and others for example: DPW staff, County Attorney, and County Treasurer. Mr. O'Brien stated that the May time frame should work for what the IDA needs to complete.

OTHER BUSINESS: None.

The meeting adjourned at 11:00 A.M.

Debra Prehoda, Clerk
Washington County Board of Supervisors

SAMPLE RESOLUTION BY MUNICIPALITY

(Locally Administered Project)

RESOLUTION NUMBER:

A Resolution authorizing the implementation, and funding in the first instance 100% of the federal-aid and State "Marchiselli" Program-aid eligible costs, of a transportation federal-aid project, and appropriating funds therefore

WHEREAS, a Reconstruction of BIN 33064800, Gray Lane Bridge over the Mettawee River, Town of Whitehall, Washington County PIN 1762.24 (the Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 80 % Federal funds and 20% non-federal funds.

WHEREAS, the Washington County desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of Design and Right of Way.

NOW, THEREFORE, the Washington County Board of Supervisors duly convened does hereby

RESOLVE, that the Washington County Board of Supervisors hereby approves the above-subject project; and it is hereby further

RESOLVED, that the Washington County Board of Supervisors hereby authorizes the to pay in the first instance 100% of the federal and non-federal share of the cost of Design and Right of Way work for the Project or portions thereof; and it is further

RESOLVED, that the sum of \$ 628,985.00 hereby appropriated from the and made available to cover the cost of participation in the above phase of the Project; and it is further

RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, Washington County Board of Supervisors shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York State Department of Transportation thereof, and it is further

RESOLVED, that the Chairman of the Board of Supervisors be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the Washington County with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project and it is further

RESOLVED, this Resolution shall take effect immediately

STATE OF NEW YORK }
Washington County } ss.:

I, the undersigned,

DO HEREBY CERTIFY that I have compared the above copy of a resolution adopted _____, with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the official seal of said _____
This ____ day of _____, 20__.

Clerk

SAMPLE RESOLUTION BY MUNICIPALITY
(Locally Administered Project)
RESOLUTION NUMBER:

A Resolution authorizing the implementation, and funding in the first instance 100% of the federal-aid and State "Marchiselli" Program-aid eligible costs, of a transportation federal-aid project, and appropriating funds therefore

WHEREAS, a Project, BIN 32036600, Church Street over Mettawee River, Village of Granville, Washington County, P.I.N. 1760.55 (the Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 80 % Federal funds and 20 % non-federal funds; and

WHEREAS, the County of Washington desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of Design, ROW Incidentals & Acquisitions and Construction/CI

NOW, THEREFORE, the County of Washington duly convened does hereby

RESOLVE, that the Washington County Board of Supervisors hereby approves the above-subject project; and it is hereby further

RESOLVED, that the Washington County Board of Supervisors hereby authorizes the County of Washington to pay in the first instance 100% of the federal and non-federal share of the cost of Design, ROW Incidentals & Acquisitions and Construction/CI work for the Project or portions thereof; and it is further

RESOLVED, that the sum of \$4,082,126.00 (four million eighty-two thousand one hundred twenty-six and zero cents) has previously been appropriated from the _____ and made available to cover the cost of participation in the above phases of the Project; and it is further

RESOLVED, that the additional sum of \$19,902.00 (nineteen thousand nine hundred two and zero cents) is hereby appropriated from the _____ and made available to cover the cost of participation in the above phases of the Project; and it is further

RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the Washington County Board of Supervisors shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York State Department of Transportation thereof, and it is further

RESOLVED, that the Chairman of the Board of Supervisors of Washington County be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the County of Washington with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project and it is further

RESOLVED, this Resolution shall take effect immediately

STATE OF NEW YORK }
 } ss.:
COUNTY OF WASHINGTON }

I, the undersigned,

DO HEREBY CERTIFY that I have compared the above copy of a resolution adopted _____, 2023___ with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the official seal of said _____

This ____ day of _____, 20__.

Clerk

Resolution No. 219 September 16, 2022

By Supervisors Campbell, O'Brien, Haff, Hicks, Fedler, Skellie, Clary, Rozell, Wilson, Griffith

TITLE: To Authorize Lead Agency Status for Marchiselli Application for Replacement of Lock 8 Way Bridge on Behalf of the Warren Washington IDA

WHEREAS, the Warren Washington IDA is the owner of a bridge on Lock 8 Way in the Town of Kingsbury BIN 5525300, and

WHEREAS, this bridge is part of the roadway that accesses parcels owned by the IDA that they wish to develop into an industrial park, and

WHEREAS, the IDA does not have the funds necessary to rehabilitate this bridge, and

WHEREAS, the IDA also does not have the project application or management skills or staff necessary for the project, and

WHEREAS, the IDA has requested that Washington County act as lead agency for application for Marchiselli funding for the replacement of this bridge, and

WHEREAS, lead agency status would involve the County in applying for funds, managing the project and cash flowing the 5% local match, and

WHEREAS, the IDA would reimburse the County for the local match and, by cash or other value, the value of the administrative time spent by County staff, and

WHEREAS, the Finance Committee has endorsed the concept of the County acting as lead agency on behalf of the IDA; now therefore be it

RESOLVED, that Washington County hereby agrees to act on behalf of the IDA as applicant for Marchiselli funding for the Lock 8 Way bridge; and be it further

RESOLVED, that the Chairman is authorized to execute those documents necessary to that purpose in a form approved by the County Attorney; and be it further

RESOLVED, that the Chairman is further authorized to execute an agreement with the IDA for this purpose which agreement will hold the County harmless both financially and legally for the Lock 8 Way bridge BIN 5525300.

BUDGET IMPACT STATEMENT: IDA will reimburse County for costs of cash flow and staff time.