

PUBLIC WORKS COMMITTEE MEETING MINUTES
OCTOBER 31, 2023

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

PUBLIC WORKS COMMITTEE MEMBERS ABSENT: Fedler, Ferguson

SUPERVISORS: Henke, Hall, Hicks, Campbell, Hogan, Clary

Debra Prehoda, Clerk

Dan Martindale, Deputy County Attorney

Melissa Fitch, County Administrator

Al Nolette, County Treasurer

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – September 26, 2023
3. Department Reports/Requests:
 - A. Public Works
 1. Auction List
 2. Staffing – Replace HWY 1 with HWY 2
 3. Brine Sprayer Purchase
 4. Bridge NY Project
 - B. Sewer District
 1. Irving Tissue Project Update
 2. RFQ HF – 1A Award Recommendation
 3. Capital Improvement Plan RFP Update
 4. Staffing Update
 5. Auction Vehicle – Declare Surplus
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. Supervisor Haff participated via videoconference due to extraordinary circumstances.

A motion to accept the minutes of the September 26, 2023 meeting was moved by Mr. Wilson, seconded by Mr. O'Brien, and adopted.

PUBLIC WORKS – Deb Donohue, Superintendent, addressed the following items:

- Auction List attached – Motion to declare items surplus was moved by Mr. Wilson, seconded by Mr. Fisher, and adopted.
- Staffing – Replace HWY 1 with HWY 2 – A Highway Worker 1 (HWY 1) in the sign shop retired. The difference between a Highway Worker 1 and a Highway Worker II (HWY II) is a HWY II has a CDL and qualified to drive truck. The Superintendent would like to replace the HWY I worker that was in the sign shop with a HWY II worker. Motion to amend the Staffing Pattern to decrease one HWY 1 and increase one HWY II and forward to the Personnel Committee was moved by Mr. Fisher, seconded by Mr. Wilson, and adopted.
- Brine Sprayer Purchase – Budgeted to purchase in 2023 a F5500 to carry around their skid steer and implements and the order was canceled so they have that money in their budget this year and have the funds to purchase two brine sprayers at a cost of \$26,452.75 each. Preference is to put the brine sprayer on tractor trailer and not tie up a plow truck and probably one will deploy from Cambridge and the other out of either Fort Edward or Granville. Jim Hogan, Public Works Manager, stated six would be nice. One of these sprayers will do 100 miles of road. Possibility that Soil and Water will put \$10,000 towards this purchase. Motion to purchase three brine sprayers was moved by Mr. Fisher and seconded by Mr. O'Brien. Discussion. Mr. Shaw stated they asked for two and why pushing three. Savings over time on

transport and can pretreat more roads prior to storms. Motion to purchase three brine sprayers was moved by Mr. Fisher, seconded by Mr. O'Brien, and adopted.

- Bridge NY Project and Joint Replacement Project – Back in February discussed how the Bridge NY program is different now and they just allocate money to certain counties. The Superintendent stated the County submitted for a bridge replacement project on Co. Rt. 3 over Mill Brook, and have received the paperwork from the State, Bridge NY resolution, and will need to amend budget. Also have one for a joint replacement through the A/GFTC program to replace joints on Hegeman Bridge in Greenwich/Easton and a bridge in Granville on Co. Rt. 24 near the Chapman Store and have a resolution and will need a budget amendment. Motion to approve Co. Rt. 3 Bridge NY project and budget amendment and forward budget amendment to the Finance Committee was moved by Mr. O'Brien and seconded by Mr. Wilson. Discussion. Mr. Shaw asked if a match is required for these projects. The DPW Superintendent stated a 5% match for joint replacement (Marchiselli) and 5% for Bridge NY. Motion to approve Co. Rt. 3 Bridge NY project and budget amendment and forward to the Finance Committee was moved by Mr. O'Brien, seconded by Mr. Wilson, and adopted. Motion to approve Marchiselli joint replacement projects, Hill Street over the Batten Kill and Cr. 24 over the Mettowee and budget amendment and forward to the Finance Committee was moved by Mr. Wilson, Mr. O'Brien and adopted.
- Local Bridge Conference – Calendar featured pictures of Shushan and Church St bridges with the lights on. Mr. Shaw asked who is paying for the lighting on the bridges. The DPW Superintendent stated the Shushan bridge lights are paid by the Shushan lighting district, and the village of Granville pays for the lights on the Church Street bridge.
- Received an award by the Lake George Association at the salt summit recognizing Washington County DPW for the decrease in the use of salt on the roads.
- The road striping is coming along good.

Executive Session – Motion to enter an executive session to discuss proposed litigation was moved by Mr. Wilson, seconded by Mr. Fisher, and adopted. Motion to return to regular session was moved by Mr. O'Brien, seconded by Mr. Wilson, and adopted. No action was taken in the executive session.

- Mr. Hicks asked if there has ever been a global look at the whole car pool from a vehicle standpoint. The County Administrator recently requested the list of vehicles with their mileage from the DPW Superintendent to look and see if all our vehicles are being used, needed, are as many fleet vehicles needed and having just received the list has not had a chance to look at the information yet to really dissect it. In recent years, thirty-two cars have been purchased and the DPW Superintendent stated she has been bringing around five cars every meeting to be declared surplus and auctioned. Chairman Skellie stated when time allows the County Administrator will compile data for the committee.

SEWER DISTRICT – Kevin Gorman, Executive Director, updated the committee on the following items:

- Irving Tissue Project Update – Started the project, got through all the approvals, and met all the conditions. A couple of those conditions being they pay for all their legal and engineering reviews for this project, so it is not costing the district. Have started as of last week on the line relocation and will be putting in a new line.
- RFQ HF – 1A Award Recommendation – RFQ opened in September for the Hudson Falls stormwater separation project, a \$5.5M project. They had an engineering firm do the

preliminary engineering report and applied for some funding sources. Reviewed RFQs with the Commissioners and recommending award to KSPE Engineering. Scoring was based on six or seven criteria. Motion to award HF-1A project to KSPE Engineering was moved by Mr. Fisher, seconded by Mr. Wilson, and adopted.

- Capital Improvement Plan RFP Update – The capital improvement plan was set in place the beginning of this year and have a \$30,000 grant for that, and it is a \$100,000 project which will be all done by an engineering firm. It is a form of asset management to come up with a capital improvement plan that will recommend five, ten, twenty-five-year improvements and kind of an idea of looking at everything the district has and into the future. They are in the process of scoring the proposals and hope to recommend an award next month.
- Staffing Update – Recently filled the Pump Station Supervisor position, a vital position. Most of their open slots are filled with only two vacancies remaining.
- Auction Vehicle – Declare Surplus – Requested to removed declaring vehicle surplus for auction from the agenda and take some more time to assess declaring it surplus. Just hired the Supervisor for the Sewer Collections crew so would like his input on declaring this surplus as well. Between the plant, compost, and collections they have about ten vehicles.

OTHER BUSINESS: None.

The meeting adjourned at 11:01 A.M.

Debra Prehoda, Clerk
Washington County Board of Supervisors

Ready for auction, needs approval.

16718: 2016 Ford Explorer with 142,001 miles on it. Going to auction due to miles and needs a water pump and other repairs.

07981: 2007 Ford Focus with 108,087 miles on it. Going to auction due to age and overall condition.

13774: 2013 Ford Taurus with 138,268 miles on it. Going to auction due to age and mileage.

10815: 2010 Jeep Grand Cherokee with 175,572 miles on it. Going to auction due to age, miles and overall condition.

07979: 2007 Ford Focus with 70,662 miles on it. Removed from service due to age.