

PUBLIC WORKS COMMITTEE MEETING MINUTES  
NOVEMBER 1, 2022

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

PUBLIC WORKS COMMITTEE MEMBERS ABSENT: Haff

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

Debra Prehoda, Clerk

Dan Martindale, Deputy County Attorney

Al Nolette, County Treasurer

Melissa Fitch, County Administrator

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – September 29, 2022
3. Department Reports/Requests:
  - A. Public Works
    - 1) Auction List
    - 2) Car Pool Purchase
    - 3) Intern
    - 4) Sandgate Truck
    - 5) Snow & Ice Agreement – Warren County
  - B. Sewer District
    - 1) Request for Budget Amendments – 2022 Budget
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.

A motion to accept the minutes of the September 29, 2022 meeting was moved by Mr. Rozell, seconded by Mr. O'Brien, and adopted.

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

- Surplus Vehicle/Equipment for Auction - Car Pool and County Road Machinery, lists attached. Motion to declare items surplus for auction was moved by Mr. O'Brien, seconded by Messrs. Fisher and Ferguson, and adopted.
- Car Pool Purchase – \$27,767.59 in funding remains in the 2022 Car Pool equipment line. Buildings and Grounds has budgeted for purchase of a pickup truck next year but the DPW Superintendent would really like to get it ordered this year. Requesting approval to use the \$27,767.59 remaining in the Car Pool equipment line towards the purchase of the Buildings and Grounds pickup truck. The Treasurer stated what was discussed was taking the \$64,000 purchase out of the 2023 budget and in 2022 there is an interfund transfer from Car Pool to General Fund for the local share of the DSS cars and in some previous years the DSS cars were funded through the General Fund so the Budget Officer had proposed getting rid of the interfund transfer from Car Pool to General fund and that money plus the funds remaining in the Car Pool equipment line would give the DPW Superintendent the funding needed to order the Buildings and Grounds truck in 2022. He stated there would be a budget amendment to move the money that would have gone to the General Fund from Car Pool into the equipment line in Car Pool. Motion to amend budget to purchase Buildings and Grounds truck in 2022 and forward budget amendment to the Finance Committee for consideration was moved by Mr. O'Brien, seconded by Mr. Ferguson, and adopted. Motion to go out to bid for Buildings and Grounds pickup truck was moved by Mr. Fisher, seconded by Mrs. Fedler, and adopted. DPW will go out to bid and the Treasurer stated they are going to bid gas and diesel.

- Unpaid Intern – Approached by BOCES to have an unpaid intern, Zack Tolman, and he would be interning at the Jackson Highway Barn for ten weeks from 11:15 A.M. to 2:30 P.M. His area of interest is heavy equipment. Motion to approve unpaid intern from BOCES for a 10-week period was moved by Mr. Fisher, seconded by Mrs. Fedler and adopted.
- Sandgate Truck – Sandgate, Vermont is still using DPW's army truck for their FEMA work and they thanked us for this opportunity.
- Snow & Ice Agreement – Last year's snow & ice contract was for five years unless there are any changes. The resolution authorizing the contract last year was for one year, January 1, 2022 – December 31, 2022. Discussed authorization to sign the agreement with Warren County on an annual basis so the rate can be reviewed. Motion to authorize one-year agreement with Warren County for snow and Ice control on paved Warren County Road was moved by Mr. O'Brien, seconded by Mrs. Fedler and adopted.
- Snowplow Education – They have started their snowplow education with the grade schools throughout the county. Thanked the Safety Officer for helping them.
- The snowplow trucks coming off the inventory due to the replacement schedule will be attractive for purchase and Chairman Skellie asked if the committee wanted to consider allowing Washington County towns to have first option on purchasing them. Motion to ask the DPW Superintendent and County Attorney to put a policy together for the committee to consider to allow the county towns municipalities to bid first was moved by Mr. O'Brien, seconded by Mr. Ferguson and adopted.
- Church Street bridge is not finished and still need to paint it, stripe the traffic lines, and complete a punch list of open items. Hope to have bridge completed this fall. Mr. Hicks stated there are two parcels the County took ownership of and one parcel has a house that if the bridge is done and DPW no longer needs that space/house then the process of disposing of them should start. DPW might be interested in keeping the parking lot area and possibly a little more of the land for bridge access in the future but there is no interest in the house.
- Mr. Shaw asked how much time is there to discuss the gas tanks at the proposed new Middle Falls highway barn before a decision needs to be made. The DPW Superintendent will put it on the agenda for next month's meeting and consideration of any other decisions that have to be made by DPW regarding the proposed barn. Mr. Campbell asked how many actual gallons of gas go through there in a year. The Superintendent stated there has been discussion, one idea, of having gas available in the north, south and middle of the County and Middle Falls would be a good south location. Mr. Hall believes Public Safety should have input on that decision. Mr. O'Brien would like to know the number of gallons used, what the price is and what the cost to operate it is.

SEWER DISTRICT – Jason Denno, Executive Director, addressed the following item:

- Budget Amendments:
  - Auto Fuel – A motion to amend Sewer District budget to allocate funds from fund balance GB.599 to GB.8000.8120.4270 Auto Fuel in the amount of \$9,500 and forward to the Finance Committee for consideration was moved by Mr. O'Brien, seconded by Mr. Fisher, and adopted.
  - Auto Fuel – A motion to amend Sewer District budget to allocate funds from fund balance GB.599 to GB.8131.4270 Auto Fuel in the amount of \$4,000 and forward to the Finance Committee for consideration was moved by Mrs. Fedler, seconded by Mr. Wilson, and adopted. The Treasurer stated these will be one budget amendment to the Finance Committee.

- Compost Overtime (1.5) – A motion to amend Sewer District budget to allocate funds from GB.800.8120.123 Sewer OT 1.5 to Compost OT 1.5 GB8000.8131.123 in the amount of \$4,000 due to clerical errors charging to the wrong account and forward to the Finance Committee for consideration was moved by Mr. Fisher, seconded by Mrs. Fedler, and adopted.
- Sewer Personal Services – A motion to amend Sewer District budget to allocate funds from Fund Balance GB.599 to Sewer Regular Earnings GB.800.8131.121 in the amount of \$15,000 and forward to the Finance Committee for consideration combined with previous budget amendment was moved by Mrs. Fedler, seconded by Messrs. Fisher and Wilson, and adopted.
- Consultant Services – A motion to amend Sewer District budget to allocate funds from fund balance GB.599 to GB.800.8110.4080 Consultant Services in the amount of \$27,500 for professional services for SPDES reporting and monitoring was moved by Mr. Wilson, second Mrs. Fedler and adopted.

**OTHER BUSINESS:**

The Treasurer stated a Long Term Control Plan Capital Project was established for the Sewer District with each of the projects itemized and it is very cumbersome. Requesting to take each of the line items created in that project and combine them into one line in the LTCP capital plan. Motion to forward budget amendment to the Finance Committee for consideration was moved by Mrs. Fedler, seconded by Mr. O'Brien, and adopted.

The meeting adjourned at 10:33 A.M.

*Debra Prehoda, Clerk*  
*Washington County Board of Supervisors*

## **Ready for auction, needs approval.**

10736: 2010 Dodge Charger 159,792 from Highway, Removed from service due to age and overall condition of vehicle. Was replaced by the Engineer's old Explorer.

14801: 2014 Ford Explorer with 189,748 on it. Removed from service for age, mileage, has undercarriage rust and overall condition. Removed from Code Enforcement and was replaced by a newer Explorer that came from the Sheriff's.

07747: 2007 Ford Taurus with 76,800 on it. Was assigned to Carpool but Newco was using it. Removed due to age and overall condition, undercarriage is rusty and rocker panels are bad. Vehicle replaced by new Ford Escape.

08760: 2008 Ford Focus with 97,591 on it. Was assigned to Carpool but Newco was using it. Removed due to age and overall condition, rocker panels are very bad, replaced by new Escape.

09945: 2009 Ford Focus with 138,181 on it. Removed from Newco due to age and overall condition, rocker panels are bad, check engine light on and the power steering system has a hose leaking. Replaced by new Escape.

12772: 2012 Dodge Caravan with 144,191 on it. Removed from Newco due to age, was replaced by new Escape.

08946: 2008 Ford Focus with 124,171 on it. Removed from Newco due to overall condition and age. Rocker panels are bad on it, replaced by new Escape.

Unit # 07038- 2007 international Has a blown engine and the frame is in poor condition

Unit # 91137- 1991 New Holland L555 skid loader that was transferred from solid waste and has not been moved in 2 years . It is also not compatible with any attachments for the 3 newer skid loaders