

**PUBLIC WORKS COMMITTEE  
JANUARY 25, 2012**

**PRESENT:**

Michael Benson, Chairman  
Raymond Staats  
Jeffrey Braley  
Arthur Bassin  
Thomas Garrick  
Ronald Knott  
Jeffrey Nayer  
Sarah Sterling

**ABSENT:**

Lawrence Andrews, notified

**ALSO PRESENT:**

Gail DiCosmo, Clerk  
Dean Knox  
Jolene Race  
David Robinson  
David Ames  
Robert Pinto  
Steve Hook  
Paul Martin  
Roy Brown  
Paul Czajka  
Claire Parde  
Undersheriff Sweet  
William Hughes, Jr.

**PRESS: 0**

Chairman Benson called the meeting to order at 5:58 PM.

Chairman Benson asked the new committee members of Public Works to introduce themselves and the Dept. Heads to do the same.

He then requested D. Ames of the Central Services Dept. to give a brief description of that office's operations. D. Ames oversees Central Services, who orders supplies for Departments, purchase orders and purchase requisitions, and sends out RFPs, Central Printing provides printing for Departments i.e. letterhead, envelopes, etc., also does Town printing upon request from Town Clerks and/or Supervisors of letterhead, envelopes etc., and Central Garage which consists of two (2) mechanics that handle all county vehicles maintenance, repairs and services the fleet of the Sheriff's Dept. vehicles.

Chairman Benson then called up D. Robinson to give a description of the operations of the Public Works Dept.

D. Robinson distributed an organizational chart of the Depts. he oversees i.e. Engineering, Facilities, Highway and Solid Waste, and described their overall functions.

**CENTRAL SERVICES:** D. Ames

**Resolution Request:** Authorization to award bids for Meat/Meat products to Ginsberg's Inc., Quandt's Foodservice, Sysco Albany LLC, US Foodservice and Wohrle Foods for the period of March 1, 2012 through April 30, 2012 and Canned/Frozen Food products to same vendors for the period of March 1, 2012 through June 30, 2012, motion by R. Staats, seconded by J. Braley, motion carried. Refer to Finance.

**FACILITIES:** R. Pinto

The Work Schedule was reviewed. Noting numbers 7 & 8, #7 is the heat has been installed in the Library at Ockawamick, where they may be storing the voting machines this year due to lack of space in the basement of the 325 building and #8: new windows were installed and caulked in the catwalk between 560 Warren and the Treasurer's Bldg.

**SOLID WASTE:** J. Race

**Station Report** – Distributed and reviewed.

**Projects:**

**In the process of completing** & will be submitted the NYSDEC Annual Transfer Station 2011 reports for each of the 8 waste stations.

**Working on** the Annual Planning Unit Recycling Report to NYSDEC.

**Working on** the Biannual compliance Report for 2010-2011.

**Preparing the bid specifications** for the grinding and removal of the brush pile at the Greenport Transfer Station.

Issued an RFP for the County's recycling services. The RFP is due back on February 16<sup>th</sup>. The current 20 year agreement between FCR Recycling Center located in the Commerce Park & Columbia County ends in July of this year.

Received & reviewed the bid for the HHW collection event planned for June 2, 2012.

Roll off business is doing well thanks to the mild winter.

Resolution Request:

To Award the contract for the Household Hazardous Waste Collection to MXI Environmental Services, LLC. Whereas, MXI, LLC was the lowest bidder and the contract is not to exceed the budgeted amount of \$35,000.00, motion by R. Staats, seconded by R. Knott, carried. Refer to Budget & Salary, if approved Refer to Finance.

HIGHWAY: B. Kelleher

Work Schedule:

Patching potholes and shoulders.

Cutting brush and removing dead and diseased trees along the County roadways.

Roadside sign maintenance.

Equipment maintenance.

Snow and Ice control.

Personnel Update:

One man out on extended sick leave.

One Motor Equipment Operator II has submitted a letter of intent to retire effective February 20, 2012.

We are continuing the job search for qualified personnel to fill the two vacant position's of Senior Auto Mechanic.

Conference Objective Form: Request permission to send One Road Foreman, One Assistant General Foreman and One Skilled Laborer to a one day Cornell Local Roads Workshop on Traffic Signs and Pavement Markings to be held in Rensselaer County on May 23, 2012. The cost of this workshop is \$40.00 per person for a total of \$120.00. The balance in the budget to cover this workshop is \$7,500.00. Topics to be covered are the updates to the Manual of Uniform Traffic Control Devices (MUTCD), Sign hardware, Sign program Administration, Layout and Maintenance, motion by R. Staats, seconded by R. Knott, carried.

We have made 5 emergency heating fuel deliveries so far this month for the Department of Social Services.

Resolution Requests: Authorization to purchase Two (2) 4-Wheel Drive pickup Trucks off NYSOGS purchasing contract from HoseltonAuto Mall in Rochester, NY at a total cost with accessories not to exceed \$59,000.00, motion by T. Garrick, seconded by S. Stelling, motion carried. Refer to Budget & Salary Review, if approved forward to Finance.

Resolution Request: To fill the vacant position of Motor Equipment Operator II, GR 12B, base salary \$39,236.00 and any vacancies created there from upon the anticipated retirement of one Motor Equipment Operator II on February 20, 2012, motion by T. Garrick, seconded by R. Staats, motion carried. Refer to Budget & Salary Review, if approved forward to Finance.

Resolution Request: Requesting authorization to extend five (5) services contracts as per the attached Appendix "A" for one (1) additional year as provided in the existing contracts awarded under Resolution No. 123-2011, motion by J. Nayer, seconded by T. Garrick, motion carried. Refer to Budget & Salary Review, if approved forward to Finance.

ENGINEERING: D. Knox

Federal-Aid Bridge and Highway Project Updates:

Bridges: Co. Rte. 16/Hollowville Creek (Claverack); Walkers Mill/Klein Kill (Livingston); Co. Rte. 9/Indian Creek (Chatham); Co. Rte. 25/Fitting Creek (Stockport)

Highways: Co. Rtes. 7 & 7a Rehab. Combined w/ Brown's Bridge – Copake

Locally Funded Bridge Program update:

Future Capital Bridge project planning; 2012 Maintenance/Repair Planning; Multi-bridge/Steel repair designs/contracts, 2011 and 2012; Bloch bridge; upper Forge bridge; Felts bridge; Bingham Mills bridge; Michaluk bridge; and Pratt bridge

County Airport updates:

R/W 21 End RSA improvements/land acquisition; South Apron Reconstruction – Phase 1 & 2; NYS Grant applications – 2012-2013 Projects; Federal AIP-FFY 2012 Project Grant Applications

**BUILDINGS: D. Robinson**

**Columbia County Courthouse Update:**

OCA issued authorization to proceed from 90% drawings to 100% drawings as a result of a project review meeting held between OCA and Columbia County on 11/4/11. OCA will review the 100% drawings once complete and reserves the opportunity to issue additional comments as they feel appropriate prior to bid. 100% drawings are expected to be complete in 60-days.

Front end portion of the project manual consisting of the notice to bidders, contract, general and special conditions and Division 1 has been reviewed by Columbia County with Lothrop Associates, the project architect on 1/10/12.

**Columbia County Communications / EOC Center**

The County Attorney's office is corresponding with DMI regarding their lack of response to the February 2011 insurance claim for the metal roof.

Brunswick Electric has inventoried the smoke dampers which have not been installed per specification due to the lack of access. County Engineering department is working with Brunswick Electric for additional information on the inventoried smoke dampers as to the as-build condition of the dampers so that decisions can be made as to compliance with the NYS Building Code and/or steps that need to be taken in order to close-out the contract.

**Pine Haven Home:**

The pre-demolition asbestos survey for the water tower and the "Old Pine Haven Home" were completed in November 2011. The survey for the water tower showed that the paint contains asbestos containing material. The survey for the Old Pine Haven Home showed that the boiler has some asbestos containing material (ACM). The presence of this ACM on the water tower should not delay construction of the new telecommunications tower. Plans for the demolition of the Old Pine Haven Home will begin to be developed.

An RFP for purchase of the new telecommunications tower is being assembled. Once let and awarded the successful tower company will be responsible for completing a foundation design for their tower. Soils work has already been done to support this design. Once the foundation drawings are complete, a construction contract will be left to build the tower. We anticipate a resolution to purchase the tower at the February or March committee meeting. A resolution to award the construction contract will follow at the June or July committee meeting. Construction will be complete in 2012.

The County's accounting firm for the new Pine Haven project, KPMG, has completed a draft CON application. It is expected that the CON application will be submitted within by the end of this month.

**Commerce Park:**

Corrective maintenance work continues at the Commerce Park wastewater treatment plant. Since December 2011 a new air header has been installed to support the equalization and sludge holding tank, new fine air diffusers have been installed in the equalization and sludge holding tanks, the existing blowers have been relocated from the top of the equalization tank to a new concrete pad adjacent the equalization tank and a new fabric building has been constructed over the primary clarifiers. Work this month will include construction of a fabric building over the secondary clarifiers.

Morris Associates met with the County on 12/27/11 to review progress on the design of the new intermittent sand filters. Design drawings and associated Engineer's Report should be submitted to NYSDEC in February 2012.

Still awaiting authorization from the FAA to construct a water holding tank on commerce center property to support the needs of the County water district No. 1 which is the Gerald R. Simons Commerce Park.

**Resolution Request:**

Authorization for the Chairman of the Board of Supervisors to execute a professional services agreement with Alpine Environmental Services for the purpose of conducted a Hazardous Waste Assessment at the Columbia County Courthouse in support of the upcoming renovations in the amount of \$6,800, motion by J. Braley, seconded by R. Staats, motion carried. Refer to Budget & Salary Review, if approved forward to Finance.

A motion to move into EXECUTIVE SESSION at 7:37 PM by R. Knott, seconded by J. Braley, motion carried.

REASON: to discuss personnel & security

A motion to return to REGULAR SESSION at 8:17 PM by J. Nayer, seconded by J. Braley, motion carried.

**District Attorney: P. Czajka**

**Resolution Request: Authorization to provide Security in the 325 Columbia Street Building, with review of this request, under the No. 6 Resolved paragraph it should read that the County construct a bathroom(s) in that part of the building to be occupied by the District Attorney per NYS Building Code obviating the need for added security in the remaining bathrooms; and No. 7 Resolved was removed from the resolution, per Chairman Benson. Motion by T. Garrick, seconded by J. Braley, motion carried. Refer to Budget and Salary Review, if approved forward to Finance.**

With no further business, a motion to adjourn at 8:27 PM by R. Staats, seconded by J. Nayer, motion carried.

**PUBLIC WORKS COMMITTEE:**

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**Michael Benson, Chairman**

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