

## **PUBLIC WORKS COMMITTEE**

**September 12, 2013 – 10:15 AM**

Committee Members: LaBuda (Chair), Benson (Vice Chair),  
Samuelson, Rouis, Kurpil Gieger, Edwards, Sorensen

### **PRESENTATION:**

### **DISCUSSIONS:**

1. Jail
2. ARC Building Renovations

### **RESOLUTIONS:**

1. Resolution to authorize the County Manager to enter into agreement with Absolute Auction & Realty, Inc. and Haroff Auction & Realty, Inc. for the auctions of parcels of real property and vehicles and equipment and other personal property.
2. Resolution to authorize an easement to New York State Electric & Gas for property in the Town of Bethel known as SBL23.-1-53 off County Road 183 (Airport Road).
3. Resolution to authorize execution of Airport Grant agreements, contracts, certifications and documentation for engineering services for the Sullivan County Airport – Airport drainage improvements project – design only.

### **REPORTS:**

### **PUBLIC COMMENT:**

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Edward McAndrew, P.E.

**Re:** Request for Consideration of a Resolution: Authorize auction agreement 2013-2015

**Date:** September 12, 2013

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

Authorized the County Manager to enter into agreement with Absolute Auction & Realty, Inc. and Haroff Auction & Realty, Inc. for the auctions of parcels of real property and vehicles and equipment.

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**Is subject of Resolution mandated? Explain:**

No

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**Does Resolution require expenditure of funds? Yes \_\_\_ No**

**If "Yes", provide the following information:**

Amount to be authorized by Resolution: \$ \_\_\_\_\_

Are funds already budgeted? Yes \_\_\_ No \_\_\_

If "Yes" specify appropriation code(s): \_\_\_\_\_

If "No", specify proposed source of funds: \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County \$ \_\_\_\_\_ Grant(s) \$ \_\_\_\_\_

State \$ \_\_\_\_\_ Other \$ \_\_\_\_\_

Federal Government \$ \_\_\_\_\_ (Specify) \_\_\_\_\_

*Verified by Budget Office:* Janet Myg

**Does Resolution request Authority to Enter into a Contract? Yes  No \_\_\_**

**If "Yes", provide information requested on Pages 2 and 3.**

Request for Authority to Enter into Contract with [\_\_\_\_\_ ] of  
[Absolute Auction & Realty, Inc. and Haroff Auction & Realty, Inc. ]

Nature of Other Party to Contract: \_\_\_\_\_

Other: \_\_\_\_\_

Duration of Contract: From 10/01/2013 To 12/31/2015

Is this a renewal of a prior Contract? Yes \_\_\_ No

If "Yes" provide the following information:

Dates of prior contract(s): From \_\_\_\_\_ To \_\_\_\_\_

Amount authorized by prior contract(s): \_\_\_\_\_

Resolutions authorizing prior contracts (Resolution #s): \_\_\_\_\_

Future Renewal Options if any:

\_\_\_\_\_

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes \_\_\_ No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Contract allows County to auction various materials.

\_\_\_\_\_

\_\_\_\_\_

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): N/A

Efforts made to find Less Costly alternative:

N/A

\_\_\_\_\_

\_\_\_\_\_

Efforts made to share costs with another agency or governmental entity:

N/A

\_\_\_\_\_

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

Not Applicable / If

Person(s) responsible for monitoring contract (Title): \_\_\_\_\_

**Pre-Legislative Approvals:**

- A. Director of Purchasing: Kathy Jones Date 9/10/13
- B. Management and Budget: Janethy Date 9/9/13
- C. Law Department: S. Gargner Date 9/11/13
- D. County Manager: John Paul Date 9/11/13
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION INTRODUCED BY THE PUBLIC WORKS COMMITTEE**

**RESOLUTION TO AUTHORIZE THE EXECUTION OF AN AGREEMENT FOR THE COUNTY'S AUCTION OF VEHICLES AND EQUIPMENT OR OTHER PERSONAL PROPERTY**

**WHEREAS**, the County of Sullivan ("County") has had a long standing professional relationship with Absolute Auction & Realty, Inc. and Haroff Auction & Realty, Inc. ("Auctioneers") for the auctions of parcels of real property and vehicles and equipment auctions the County has been completely satisfied with their performance; and

**WHEREAS**, the County recently engaged the Auctioneers for a successful auction pursuant to Resolution No. 348-12; and

**WHEREAS**, the County has the need to periodically auction off various items in their possession which are of no further use to the County; and

**WHEREAS**, it is in the best interest of the County to enter into an agreement with the Auctioneers to conduct said auction as the Auctioneers have the ability and expertise to conduct the auction of said personal property; and

**WHEREAS**, with the exception of minimal advertising, there will be no cost to the County for said auction as the fee for said auction will be paid by the successful bidder at the auction by way of a buyer's premium.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager is hereby authorized to enter into an agreement with the Auctioneers to conduct periodic auctions on behalf of the County commencing on October 1, 2013 and terminating on December 31, 2015, said agreement to be in a form to be approved by the County Attorney's Office.

**Moved by** \_\_\_\_\_,  
**Seconded by** \_\_\_\_\_,  
**and adopted on motion** \_\_\_\_\_, 2013.

**RESOLUTION NO. 348-12 INTRODUCED BY KATHY LABUDA, CHAIR OF THE PUBLIC WORKS COMMITTEE AUTHORIZING THE EXECUTION OF AN AGREEMENT FOR THE PUBLIC AUCTION OF VEHICLES AND EQUIPMENT**

**WHEREAS**, the County of Sullivan (“County”) has had a long standing professional relationship with Absolute Auction & Realty, Inc. and Haroff Auction & Realty, Inc. (“Auctioneers”) for the auctions of parcels of real property and vehicles and equipment auctions the County has been completely satisfied with their performance, and

**WHEREAS**, the County through its Department of Public Works has a need to auction off excess vehicles and equipment in their possession which are of no further use to the County, and

**WHEREAS**, it is in the best interest of the County to enter into an agreement with the Auctioneers to conduct said auction as the Auctioneers have the ability and expertise to conduct the auction of said vehicles and equipment, and

**WHEREAS**, with the exception of minimal advertising, there will be no cost to the County for said auction as the fee for said auction will be paid by the successful bidder at the auction by way of a buyer’s premium, and

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager is hereby authorized to enter into an agreement with the Auctioneers to conduct an auction of excess vehicles and equipment, said agreement to be in a form to be approved by the County Attorney’s Office.

**Moved by Mrs. LaBuda, seconded by Mr. Rouis, put to a vote, unanimously carried and declared duly adopted on motion October 18, 2012.**

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Edward McAndrew, P.E.

**Re:** Request for Consideration of a Resolution: Execute a Land Release Easement

**Date:** September 12, 2013

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To authorize the Chairman of the Legislature to execute a Permanent Land Release Easement with New York State Gas and Electric (NYSEG) for the installation, maintenance and repair of Pad-Mounted Transformers for the electrical service to the new Potable and Non-Potable Water Systems for the Sullivan County International Airport (SCIA).

**Is subject of Resolution mandated? Explain:**

No

**Does Resolution require expenditure of funds? Yes \_\_\_ No**

**If "Yes", provide the following information:**

**Amount to be authorized by Resolution: \$** \_\_\_\_\_

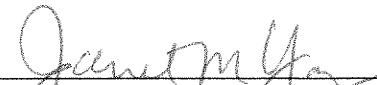
**Are funds already budgeted? Yes \_\_\_ No \_\_\_**

**If "Yes" specify appropriation code(s):** \_\_\_\_\_

**If "No", specify proposed source of funds:** \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County	\$ _____	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

**Verified by Budget Office:** 

**Does Resolution request Authority to Enter into a Contract? Yes  No \_\_\_**

**If "Yes", provide information requested on Pages 2 and 3.**

Request for Authority to Enter into Contract with [ \_\_\_\_\_ ] of  
[New York State Gas and Electric \_\_\_\_\_]

Nature of Other Party to Contract: Local Supplier  Other:

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

Is this a renewal of a prior Contract? Yes \_\_\_ No

If "Yes" provide the following information:

Dates of prior contract(s): From \_\_\_\_\_ To \_\_\_\_\_

Amount authorized by prior contract(s): \_\_\_\_\_

Resolutions authorizing prior contracts (Resolution #s): \_\_\_\_\_

Future Renewal Options if any:

Permanent Easement \_\_\_\_\_

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes \_\_\_ No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

This easement would allow pad mounted transformers to be installed for the electric service for the new Potable and Non-Potable water systems to the airport.

\_\_\_\_\_

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \_\_\_\_\_

Efforts made to find Less Costly alternative:

N/A \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Efforts made to share costs with another agency or governmental entity:

N/A \_\_\_\_\_

\_\_\_\_\_



Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

N/A \_\_\_\_\_

Person(s) responsible for monitoring contract (Title): Mike Mullen, Airport Supert'd

Pre-Legislative Approvals:

A. Director of Purchasing: [Signature] Date 9/10/13

B. Management and Budget: [Signature] Date 9/10/13

C. Law Department: [Signature] Date 9.10.13

D. County Manager: [Signature] Date 9/10/13

E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

Resolution No. \_\_\_\_\_

**RESOLUTION INTRODUCED BY PUBLIC WORKS COMMITTEE**

**RESOLUTION TO AUTHORIZE AN EASEMENT TO NEW YORK STATE ELECTRIC & GAS (NYSEG) FOR PROPERTY IN THE TOWN OF BETHEL KNOWN AS SBL 23.-1-53 OFF COUNTY ROAD 183 (AIRPORT ROAD)**

**WHEREAS**, the County of Sullivan (“County”); owns a parcel of land on Airport Road, said parcel is designated on the Town of Bethel Tax Map as Section 23, Block 1, Lot 53 (“Property”), and

**WHEREAS**, the new Potable and Non-Potable Water Systems which will supply water to the Sullivan County International Airport require exterior pad mounted transformers to be installed for electrical service for the pumps; and

**WHEREAS**, NYSEG is prepared to provide electric service by installing pad mounted transformers for the underground wires to be connected for electric service; and

**WHEREAS**, in order to provide access to its utility services NYSEG requires that the County grant it a permanent easement in regard to the Property for maintenance and repair.

**NOW, THEREFORE, BE IT RESOLVED, WHEREAS**, that the Chairman of the Sullivan County Legislature is hereby authorized and directed to execute the necessary documents to grant a permanent easement in regard to the Property to NYSEG, in such form as approved by the Country Attorney; and

**BE IT FURTHER RESOLVED** that the Grantee will provide the appropriate legal descriptions necessary and requested by the County at their cost and expense.

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2013.

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Edward McAndrew, P.E.

**Re:** Request for Consideration of a Resolution: Execution of Grant Agreement

**Date:** September 12, 2013

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To authorize the County Manager to execute an Airport Grant Agreement with the Federal Aviation Administration (FAA) for Improvements to the existing drainage systems and structures at the Sullivan County International Airport (SCIA).

**Is subject of Resolution mandated? Explain:**

**Does Resolution require expenditure of funds? Yes  No**

**If "Yes", provide the following information:**

Amount to be authorized by Resolution: \$ 70,900.00

Are funds already budgeted? Yes  No

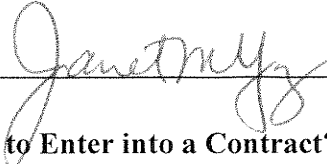
If "Yes" specify appropriation code(s): \_\_\_\_\_

If "No", specify proposed source of funds: Airport Capital Account H03

**Estimated Cost Breakdown by Source:**

County	\$ <u>3,545.00</u>	Grant(s)	\$ _____
State	\$ <u>3,545.00</u>	Other	\$ _____
Federal Government	\$ <u>63,810.00</u>	(Specify)	_____

**Verified by Budget Office:** \_\_\_\_\_



**Does Resolution request Authority to Enter into a Contract? Yes  No**

**If "Yes", provide information requested on Pages 2 and 3.**

Request for Authority to Enter into Contract with [ \_\_\_\_\_ ] of  
[Federal Aviation Administration \_\_\_\_\_]

Nature of Other Party to Contract: \_\_\_\_\_

Other: \_\_\_\_\_

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

Is this a renewal of a prior Contract? Yes \_\_\_ No

If "Yes" provide the following information:

Dates of prior contract(s): From \_\_\_\_\_ To \_\_\_\_\_

Amount authorized by prior contract(s): \_\_\_\_\_

Resolutions authorizing prior contracts (Resolution #s): \_\_\_\_\_

Future Renewal Options if any:

None \_\_\_\_\_

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes \_\_\_ No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

This is a Design Project for improvements to the Drainage Systems and Structures

\_\_\_\_\_  
\_\_\_\_\_

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$70,900

Efforts made to find Less Costly alternative:

N/A  
\_\_\_\_\_  
\_\_\_\_\_

Efforts made to share costs with another agency or governmental entity:

N/A  
\_\_\_\_\_  
\_\_\_\_\_



**RESOLUTION INTRODUCED BY THE PUBLIC WORKS COMMITTEE**

**RESOLUTION TO AUTHORIZE EXECUTION OF AIRPORT GRANT AGREEMENTS, CONTRACTS, CERTIFICATIONS AND DOCUMENTATION FOR ENGINEERING SERVICES FOR THE SULLIVAN COUNTY AIRPORT – AIRPORT DRAINAGE IMPROVEMENTS PROJECT – DESIGN ONLY**

**WHEREAS**, the County of Sullivan desires to receive AIP grants at Sullivan County International Airport with 90% funding from the Federal Aviation Administration (FAA) and 5% funding from the New York State Department of Transportation (NYSDOT); and

**WHEREAS**, the existing drainage systems and drainage structures are inadequate and in need of repair, and/or replacement; and

**WHEREAS**, the County has submitted an application to the FAA for funding; and

**WHEREAS**, the FAA has obligated funding for 90% of the total cost of the project at the Sullivan County International Airport upon receipt of a formal application; and

**WHEREAS**, the New York State Department of Transportation share of the cost of the project is 5% of the total project cost; and

**WHEREAS**, the total cost of the project shall not exceed \$70,900.00.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature authorizes the County Manager to sign the necessary applications, agreements, certifications, contracts and documentation, in such form as the County Attorney shall approve, on behalf of the County and the facility, as is required by the FAA and the NYSDOT in order to obtain funding; and

**BE IT FURTHER RESOLVED**, that the County Manager shall provide additional information to the FAA as may be required under the grant; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Treasurer be authorized to advance monies from the General Fund for this project in an amount not to exceed \$70,900.00.

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately.

**Moved by** \_\_\_\_\_,  
**Seconded by** \_\_\_\_\_,  
**and adopted on motion** \_\_\_\_\_, 2013.

**PUBLIC WORKS COMMITTEE**  
**Monthly Report – September 12, 2013**

**ACCOMPLISHMENTS (August 8 – September 12, 2013)**

**BUILDINGS & GROUNDS**

- Bridges #340, 22, 301, 239, 119, 428 and Narrowsburg Railroad Bridge flag repairs
- Repaired the hot water heater, roof and sewer pump at the Jail
- Replaced water line at the Road Patrol building
- Electric to fuel pump at the Airport
- Replaced SBR pump and repaired overhead electric wires and roads at the Landfill
- Prepared and cleaned new unit for residents at the Adult Care Center

**PARKS & RECREATION**

**Fort Delaware**

- Operated full time, Fridays through Mondays
- Worked with Delaware Company on various special events
- Completed time and attendance reports
- Completed and submitted revenue reports to Treasurer's office
- Closed for season, September 2

**Lake Superior**

- Operated full time, 7 days per week
- Conducted staff in-service
- Reported attendance figures to New York State Parks
- Continued reviewing and approving group picnic permits & pavilion rental applications
- Continued selling Lake Superior season passes
- Completed and submitted revenue reports to Treasurer's office
- Closed for season, September 2

**D & H Canal Linear Park & Interpretive Center**

- Operated weekends
- Discussed hosting National Park Service D&H Canal model at interpretive center
- Worked with new Director to continue to improve site

**Minisink Battleground Park**

- Closed out Upper Delaware Counsel (UDC) TAG work with Eagle Scout
- Worked on interpretive panels for park improvement

**Sullivan County Museum**

- Responded to building issues
- Reviewed facility use requests
- Completed time cards

### **General Parks**

- Hosted Park & Recreation Commission meeting
- Continued coordinating Clean Team & DPW Seasonal Employees for the season
- Continued issuing picnic and pavilion rental permits
- Reviewed and approved timecards, correspondence, vouchers and purchase requisitions for DPW while Commissioner away
- Conducted various site visits to HEAL project, reviewed and approved payment requests
- Participated in HEAL Grant meeting with County staff and reporting for submittals
- Attend meeting with legislators concerning the future goals of Fort Delaware
- Continued to meet with Office of Sustainable Energy consultants to discuss potential County projects
- Attended Health and Family Services Committee and Ag & Sustainability Committee meetings

### **SHOP STAFF**

- Misc. repairs to solid waste, public health, family service, sheriff's and DPW vehicles
- PM services and New York State inspections on all necessary vehicles
- Repaired accident damage to vehicles
- Made necessary repairs at work sites to keep road and bridge crews working
- Repaired landfill containers
- Completed rock body dump truck
- Replaced main beams on sanders
- Continued to repair chain saws and small equipment
- Repaired mowers as needed
- Paint parts for Truck 171 and assemble
- Continued to sandblast and paint wheel rims
- Rebuild frame on container 812 for Liberty complex
- Painted the frame on Truck 203
- Repaired the front suspension on the road tractor for the landfill
- Completed on-line Auction

### **SIGN SHOP**

- Fabricated 188 signs for Division of Public Works and Towns
- Repaired 95 signs on county roads and bridges
- Striped 97 miles of County and Town roads
- Painted stops and bars
- Entered sign inventory into computer
- Installed work area signs



## **AIRPORT**

- Completed monthly Airport Rescue and Fire Fighting training (ARFF)
- Completed required monthly weather observations
- Continued management coordination of the ARFF Building construction project and the potable water system design project

## **BRIDGES**

- Addressed NYSDOT bridge flags for Bridges 241 (CAL), 186 (DEL), 428 (FAL), 82 (FOR), 80 (LUM), 50 (MAM), 216, 270, 301, 340, 411 (NEV), 141, 227, 237, 354 (ROC), 85, 96, 200, 285 (THO) and Railroad Bridge (TUS)
- Prepared and submitted applications for stream disturbance permits to NYSDEC for Bridges 119, 241 (CAL) and 71 (MAM)
- Continued project administration, management and submission of reimbursement requests for contract services being provided for Bridge 45 (FAL)
- Completed review of NYSDOT comments for the Bridge 45 (FAL) Advanced Detailed Plans and started the review of responses prepared by Barton & Loguidice
- Continued close out work for the Bridge 192C (NEV) Pier Replacement Project construction and inspection contracts
- Completed plans for the rehabilitation of Bridge 186 (DEL) and started engineering assistance and inspection during construction
- Reviewed the proposed one day closure of a portion of the Bridge 186 (DEL) detour route and coordinated with the Hortonville Fire Department for their August 24<sup>th</sup> field day
- Continued administration and management work for the Bridge 76 (TUS) construction and inspection contracts
- Continued follow-up work with NYSOEM/FEMA to appeal the denial of funding for the Bridge 191 (FOR) Hurricane Irene damages
- Continued follow up work with FEMA/NYSOEM for the correction of the Bridge 192c (NEV) funding documents
- Completed engineering assistance, inspection and concrete quality assurance testing for the repair of the Bridge 369 (ROC) structural deck
- Met with NYCDEP staff to coordinate their installation of a turbidity probe at Bridge 192c and inspect the work with respect to permit requirements
- Continued assistance for soliciting quotations for services to obtain concrete testing of the abutments and wing walls for Bridge 359 (ROC) and recommended the award of the work
- Completed a meeting with NYSDEC to coordinate the Bridge 359 (ROC) project and obtain input
- Completed a final inspection for the replacement of Bridge 338 (FRE)
- Continued monitoring of CB 250 (ROC) stringers and floor beams and follow up on the procurement of materials
- Started to monitor Bridge 227 (ROC) in response to a red flag
- Started preliminary design of scour protection for Bridge 105 (ROC)

## **BUILDINGS**

- Completed five (5) foster care home inspections and reports as requested by the Department of Family Services
- Continued with the Department of State (DOS) mandated 2013 Building Code Inspections Program and Triennial Building Inspection Summary Chart
- Ongoing Tower Construction Notification System (TCNS) coordination for State Historic Preservation Office (SHPO) notification on six (6) proposed tower sites
- Ongoing Federal Communications Commission (FCC) radio license renewals online
- Completed Petroleum Bulk Storage (PBS) notebook for all facilities with updated certifications from the Department of Environmental Conservation (DEC) for our new Division of Public Works Commissioner, Edward McAndrew, P.E.
- Continued with Petroleum Bulk Storage (PBS) notebook for all facilities with updated site plans and floor plans for county owned Petroleum Bulk Storage (PBS) tanks
- Reviewed and processed water testing lab invoices and vouchers
- Updated Water Testing 2013/2014 Chart for transition from old test lab to new test lab
- Conducted water sampling with new test lab at Landfill & various building locations
- Completed weekly testing at the Human Service Complex water chlorination system
- Prepared and submitted Sullivan County International Airport mandated monthly water bacteriological report and letter to the New York State Department of Health (NYSDOH)
- Reviewed Human Service Complex mandated monthly water chlorination system Operation Report calculations and prepared letter for submittal to the New York State Department of Health (NYSDOH)
- Submitted mandated Hazardous Waste Manifest Forms to NYSDEC and Environmental Protection Agency (EPA)
- Provided technical support for County facility operations and maintenance

## **HIGHWAYS**

- Provided ROW information to the public
- Continued to work on the flood event of August, 2011; FEMA declared 4020 (Hurricane Irene); County Road 49 (location B) - heavy stone rip-rap wall and armoring below the Geo-synthetically Reinforced Soil System wall completed - coordinated final paving of road by contractor through NYSOGS quick quote process; County Road 55 (FHWA road) - assisted operations with materials coordination - prepared a reimbursement request for initial permanent repairs and submitted to NYSDOT
- Continued to coordinate with NYSOEM representatives on the wind event of October, 2012; FEMA declared 4085 (Hurricane Sandy); verified all claimed funds were received and June, 2006; FEMA declared 1650; County Road 178 embankment stabilization - awaiting final version obligating remaining funds
- Continued to progress the County Road 173 reconstruction project (Final Design Report comments submitted - received NYSDOT design approval concurrence - prepared a reimbursement request and submitted to NYSDOT) and the Sullivan County Community College infrastructure upgrade project (submitted Initial Project Proposal/Final Design Report "IPP/FDR" and appendices with design approval memo - received NYSDOT design approval concurrence)
- Reviewed the following for safety issues, potential impacts to and conflicts with the

County's right-of-way, infrastructure and drainage: County Roads 14 and 141 (BET) - met with Town of Bethel officials to discuss the intersection and parking issues; County Road 15 (LIB) - met with Town of Liberty officials and concerned residents related to proposed measures to mitigate accidents at the County Road 15 and Ferndale Loomis Road intersection (processed a speed zone request through to NYSDOT for the section of Ferndale Loomis Road east of the intersection) and County Road 173A (THO) - met with representatives of the AKRF design team for the EPT Concord development to discuss a proposed roundabout at the intersection of County Road 173 and 173A - reviewed an agreement with the Town of Thompson for the removal of County Road 173A from the County highway inventory and subsequent transfer of maintenance responsibilities to the Town of Thompson

- Provided daily inspection oversight of the contractor responsible for the paving of 14.5 miles of County Roads – tracked and verified quantities placed - coordinated independent quality assurance plant testing of all materials - approved payment requests - coordinated striping of finished roads by county forces (County Roads 17, 56, 75, 105, 105A, 105B, 166A and 172 - all paving sections completed)
- Completed a Cadd basemap of recent County Bridge 359 (ROC) survey and provided construction baseline layout at County Bridge 186 (DEL) along with grading layout at a culvert replacement on County Road 17 (NEV)
- Completed a planimetric and topographic field survey of County Bridge 313 (THO) and at a culvert on County Road 178 (ROC)
- Completed the survey layout of burial plot markers in rows I and J, section 4 at the Sullivan County Veterans' Cemetery (LIB)
- Completed a topographic field survey of the existing grading for the final reclamation of the borrow area and attended a pre-construction meeting for repairs to the capping at the Sullivan County Sanitary Landfill (THO)
- Attended soil and water stream management training and viewed fibermat surface treatment by a contractor for the Town of Thompson

## **LAND & CLAIMS**

- Incidents – accident PK 54
- Complaints – CB 76 construction, CR 105 drainage, CR 164 drainage correspondence, CR 15 poles correspondence, CR 14 drainage
- Claims – none
- Releases – CB 105, follow-up CB 239
- Continued correspondence – CB 76 (TUS)
- Misc. – Radio Towers – Thunderhill – Guenther correspondence; Delaware agreement signatures/correspondence; Mamakating insurance for DEC
- ROW – CR 59, CR 111, CR 105
- Research landowners – CB 105
- FOIL – CR 52 SYDA permits, CR 105 Kress

**PERMITS:**

TYPE	NUM	YEAR	NAME	CR
D	1693	2013	Town of Bethel	14
D	1694	2013	Town of Fallsburg	104
D	1695	2013	Town of Rockland	178
M	3025	2013	Terry Miller / Denied	82
M	3026	2013	Forest Park Estates – Temp. Construction	103
U	1671	2013	NYSEG	111
U	1672	2013	Bandwidth	166, 166A, 171

Subdivision/development review/correspondence: CR 82 access, CR 103 (THO), CR 111  
 Inspections: CR 14, CF 15, CR 56

**PROJECTIONS (September 12 – October 10, 2013)****BUILDINGS & GROUNDS**

- Bridges #186, 71, 297 and 105 flag repairs
- Replace siding and overhead door at the Ferndale Transfer Station
- Replace window in the Community Services building
- Install lift in the mechanics bay at Maplewood
- Repair cabin at Fort Delaware
- Clean out Landfill sediment pond

**PARKS & RECREATION****Fort Delaware**

- Close site for winter
- Complete time and attendance reports
- Complete and submit revenue reports to Treasurer’s office

**Lake Superior**

- Close site for winter
- Report attendance figures to New York State Parks
- Complete and submit revenue reports to Treasurer’s office

**D & H Canal Linear Park & Interpretive Center**

- Continue working with Director

**Minisink Battleground Park**

- Continue work on interpretive panels

### **Sullivan County Museum**

- Respond to building issues
- Review facility use requests
- Complete time cards

### **General Parks**

- Participate in Park & Recreation Commission meeting
- Tally report on Clean Team season
- Conduct various site visits to HEAL project
- Participate in HEAL Grant meeting with County staff
- Conduct construction meetings with architect, construction manager & prime contractors for HEAL Grant project
- Continue to meet with Office of Sustainable Energy consultants to discuss potential County projects
- Attend Health and Family Services Committee and Ag & Sustainability Committee meetings

### **SHOP STAFF**

- Prepare new equipment for service
- Continue services & New York State Inspections
- Continue repairs on solid waste roll-off trucks and containers
- Repair vehicle lift at Maplewood
- Repair Liberty container
- Make all necessary repairs to DPW and outside agency equipment
- Repair plows
- Repair low boy trailer
- Repair body damage on vehicles
- Service and repair summer use equipment
- Clean up the frames on Western Star dump trucks and paint as needed
- Repair the rear suspension on Truck 155
- Repair sanders as needed
- Begin to install sanders
- Replace all wheel seals on Loader 188

### **SIGN SHOP**

- Fabricate signs
- Sign installation and repair
- Paint stops and bars
- Stripe Town and County roads

### **Engineering:**

#### **AIRPORT**

- Complete monthly Airport Rescue Fire Fighting training (ARFF)
- Complete required monthly weather observations

- Continue coordination of the potable water system design project; the security perimeter roadway project and the County “T” Hangar Rehabilitation Project

## **BRIDGES**

- Provide follow up work with respect to NYSDOT flags
- Continue project management for engineering services being provided for the Bridge 45 (FAL) replacement project
- Submit responses to NYSDOTs comments with respect to the Bridge 45 (FAL) Advanced Detailed Plans
- Complete close out work for the Bridge 192c (NEV) construction and inspection contracts. Submit a reimbursement request to NYSOEM
- Continue monitoring CB 250 (ROC) stringers and floor beams and CB 227 (ROC) wind braces and inspect repairs
- Continue preparation of requests for reimbursements from the HBRR & CHIPS programs
- Continue administration and management work for the inspection and construction contracts and provide quality control inspections for the Bridge 76 (TUS) replacement project
- Continue inspection and engineering assistance work for the Bridge 186 (DEL) superstructure replacement project
- Follow up with NYSEOM/FEMA with respect to the appeals for Bridges 191 (FOR) and 192c (NEV)
- Prepare details for the replacement/repair of the Bridge 100 (HIG) shoulder gratings
- Complete details for Bridge 105 (ROC) scour protection
- Start preliminary engineering work for the rehabilitation of Bridges 359 (ROC) and 298 (LIB)

## **BUILDINGS**

- Foster care home inspections and reports for Department of Family Services
- Human Service Complex weekly water testing on chlorination system
- Petroleum Bulk Storage (PBS) tank inspections at all facilities for conformance with NYSDEC regulations
- Prepare mandated test reports, documents, forms and letters for submittal to New York State Department of Health (NYSDOH)
- Continue with mandated Federal Communications Commission radio license renewal and modification forms for EMS, sheriff, fire service, highway maintenance, microwave and local government
- Provide technical support for county facility operations and maintenance

## **HIGHWAYS**

- Provide ROW and general information for the public as requested
- Field surveys and related research as required
- Investigate and respond to drainage and road complaints
- Assist with review of ‘D’ and ‘M’ permits as requested
- Review requests for new signs, speed zones and updates to the local highway inventory

- Continue to work with NYSDOT (for FHWA) on the recovery from damage related to Hurricane Irene - County Road 55 rip-rap retaining wall project
- Continue to provide survey support services as needed for the 2013/2014 bridge and highway improvement programs
- Continue to provide survey support services for the emergency services tower upgrade project
- Continue with final accounting and closeout of the contract paving of 14.5 miles of County roads
- Continue with final design coordination, administration and planning for the reconstruction of the County Road 173 project
- Continue to final design phase for proposed improvements at the Sullivan County Community College
- Layout additional plot markers at the Veterans' Cemetery
- Continue with design options and construction planning for several drainage improvement and embankment repair projects on various County roads
- Continue work as needed for DPW maintenance facilities, the Sullivan County Airport and the Sullivan County Landfill

#### **LAND AND CLAIMS**

- Continue subdivision reviews & deed dedication
- Accident reports
- Incident reports
- Complaints
- Claims
- Permits
- FOIL requests

#### **PERMITS**

- Will process D, M, O and U permits as they are applied for
- Will inspect permits for compliance and return bonds when warranted

## SOLID WASTE & RECYCLING - MONTHLY REPORT

Month	2012 tonnage (T)	2013 tonnage (T)
January	2,977	3,113
February	2,740	2,602
March	3,732	3,178
April	3,829	4,138
May	5,655	4,888
June	5,740	5,874
July	8,467	9,713
August	8,370	
September	4,251	
October	4,304	
November	3,712	
December	3,124	
<b>TOTAL</b>	<b>56,901</b>	

(T) - Total New Monticello Transfer Station

### **ACCOMPLISHMENTS (August 8 – September 12, 2013)**

- Continued tracking of the Monticello Transfer Station tonnage for invoice review and reporting
- Prepared and submitted monthly SPDES reports in accordance with NYSDEC permit conditions
- Worked on Solid Waste Management Plan required by NYSDEC
- Submitted annual reports for submittal to NYSDEC
- Met with consultant in regard to closeout Landfill capping project

### **PROJECTIONS (September 12 – October 10, 2013)**

- Ongoing monitoring of Landfill Phase I project
- Coordinate maintenance work and repairs on the flare at SCSL as needed
- Continuation of a public awareness program regarding single-stream recycling in Sullivan County
- Filing of required monitoring reports to NYSDEC for SCSL
- Continue work on the Solid Waste Management Plan required by the NYSDEC
- Review submittals for groundwater and air quality monitoring
- Meet with contractor to closeout Landfill capping project



# Recycling Program

## ACCOMPLISHMENTS (August 8 – September 12, 2013)

- Water Sampling & Analysis program coordination for County/solid waste facilities
- 2013 HHW Collection Event Program coordination
- Pharmaceutical collection – Rx Task Force participation
- Solid Waste Task Force meeting
- Single Stream Recycling Program ongoing education/program promotion
- Ongoing Solid Waste Management Plan preparation
- Continued marketing coordination with Treasurer’s Department and Office of General Services for marketing, sale and tracking of recyclables
- Prepared recycling handout
- Reviewed recycling program vouchers
- Sharps collection coordination with Medi Transport Services at transfer stations

## PROJECTIONS (September 12 – October 10, 2013)

- 2013 HHW Collection Event pre-registrations, advertising, program preparations & compliance reporting
- School recycling information & contact
- Hudson Valley Regional Council meeting at Taylor Bio Mass Energy Facility
- Review recycling program vouchers
- Monthly DPW recycling program report
- Single Stream Recycling Program ongoing education/program promotion
- Ongoing Solid Waste Management Plan preparation
- Continue marketing coordination with Treasurer’s Department and Office of General Services for marketing, sale and tracking of recyclables
- Solid Waste Task Force participation
- Water sampling & testing requirements at solid waste facilities
- Rx Task Force participation