

## **PUBLIC WORKS COMMITTEE**

**February 13, 2014 – 10:30 AM**

Committee Members: LaBuda (Chair), Rouis (Vice Chair),  
Samuelson, Steingart, Kurpil Gieger, Edwards, Vetter

### **PRESENTATION:**

### **DISCUSSIONS:**

1. Jail Financial Projections

### **RESOLUTIONS:**

1. Resolution to authorize the acceptance of a grant offer from the New York State Department of Transportation (NYSDOT) for engineering services for the Airport Drainage Improvements project – design only PIN-9902.71 at the Sullivan County International Airport
2. Resolution to authorize funding in the first instance 100% of the Federal-aid eligible costs, of a Transportation Federal-aid Emergency Relief project (County Road 53)
3. Resolution to authorize the selection of a Sullivan County International Airport (SCIA) consultant
4. Resolution to authorize funding in the first instance of 100% of the Federal-aid eligible costs, of a Transportation Federal-aid project (SCCC Road Improvement Project)
5. Resolution to authorize the filing of an application, for a State grant in-aid for Household Hazardous Waste State Assistance Program

### **REPORTS:**

1. Recycling - William Cutler, Recycling Coordinator

### **PUBLIC COMMENT:**

SC Jail: Financial Impacts

Cost of Jail	Straight to Long Term					Total Levy Increase (from current levy)
	Year 1	Year 2	Year 3	Year 4	Year 5	
\$50 million	Amount Borrowed \$ 25,000,000	Amount Borrowed \$ 25,000,000	Amount Borrowed \$ 25,000,000	Amount Borrowed \$ 25,000,000	Amount Borrowed \$ 25,000,000	2.25%
	Payment Due -	Payment Due \$ 1,875,000	Payment Due \$ 3,501,286	Payment Due \$ 3,252,572	Payment Due \$ 3,252,572	
	Tax Increase -	Tax Increase 3.37%	Tax Increase -	Tax Increase -0.44%	Tax Increase -	0%
\$60 million	Amount Borrowed \$ 30,000,000	Amount Borrowed \$ 30,000,000	Amount Borrowed \$ 30,000,000	Amount Borrowed \$ 30,000,000	Amount Borrowed \$ 30,000,000	3.42%
	Payment Due -	Payment Due \$ 2,250,000	Payment Due \$ 4,201,543	Payment Due \$ 3,903,086	Payment Due \$ 3,903,086	
	Tax Increase -	Tax Increase 4.05%	Tax Increase -	Tax Increase -0.52%	Tax Increase -	0%
\$70 million	Amount Borrowed \$ 35,000,000	Amount Borrowed \$ 35,000,000	Amount Borrowed \$ 35,000,000	Amount Borrowed \$ 35,000,000	Amount Borrowed \$ 35,000,000	4.59%
	Payment Due -	Payment Due \$ 2,625,000	Payment Due \$ 4,901,800	Payment Due \$ 4,553,600	Payment Due \$ 4,553,600	
	Tax Increase -	Tax Increase 4.72%	Tax Increase -	Tax Increase -0.60%	Tax Increase -	0%
\$80 million	Amount Borrowed \$ 40,000,000	Amount Borrowed \$ 40,000,000	Amount Borrowed \$ 40,000,000	Amount Borrowed \$ 40,000,000	Amount Borrowed \$ 40,000,000	5.76%
	Payment Due -	Payment Due \$ 3,000,000	Payment Due \$ 5,602,057	Payment Due \$ 5,204,114	Payment Due \$ 5,204,114	
	Tax Increase -	Tax Increase 5.40%	Tax Increase -	Tax Increase -0.67%	Tax Increase -	0%

BANS/Long Term

Cost of Jail	Year 1		Year 2		Year 3		Year 4		Year 5		Total Levy Increase (from current levy)
	Amount Borrowed	Payment Due	Amount Borrowed	Payment Due	Amount Borrowed	Operational Savings	Amount Borrowed	Operational Savings	Amount Borrowed	Operational Savings	
\$50 million	\$ 25,000,000	-	\$ 25,000,000	\$ 250,000	\$ 50,000,000	\$ (2,000,000)	\$ 500,000	\$ (2,000,000)	\$ 3,750,000	\$ (2,000,000)	2.25%
				Tax Increase 0.45%		Tax Increase -3.13%		Tax Increase 6.01%		Tax Increase -0.87%	
\$60 million	\$ 30,000,000	-	\$ 30,000,000	\$ 300,000	\$ 60,000,000	\$ (2,000,000)	\$ 600,000	\$ (2,000,000)	\$ 4,500,000	\$ (2,000,000)	3.42%
				Tax Increase 0.54%		Tax Increase -3.04%		Tax Increase 7.20%		Tax Increase -1.03%	
\$70 million	\$ 35,000,000	-	\$ 35,000,000	\$ 350,000	\$ 70,000,000	\$ (2,000,000)	\$ 700,000	\$ (2,000,000)	\$ 5,250,000	\$ (2,000,000)	4.59%
				Tax Increase 0.63%		Tax Increase -2.95%		Tax Increase 8.38%		Tax Increase -1.18%	
\$80 million	\$ 40,000,000	-	\$ 40,000,000	\$ 400,000	\$ 80,000,000	\$ (2,000,000)	\$ 800,000	\$ (2,000,000)	\$ 6,000,000	\$ (2,000,000)	5.76%
				Tax Increase 0.72%		Tax Increase -2.86%		Tax Increase 9.56%		Tax Increase -1.34%	

Long Term bonding assumed at 5% interest over 30 years.

BANs assumed at 1% interest.

Operational savings are savings realized due to reduction in staff and other efficiencies gained from modern design. The Comptroller's staff estimated \$3,867,293 in annual operational savings; however, several of their assumptions were unrealistic, particularly with regard to revenue.

**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 Contract

**Date:** February 13, 2014

**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 agreement with the New York State Department of Transportation (NYSDOT) for the Design of the "Airport Drainage Improvements Project" - Design Only at 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: \$ 70,900.00

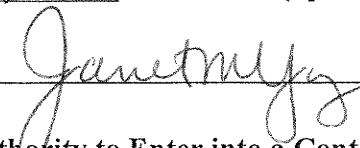
Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): Capital Account H03

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

**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  
[NYSDOT \_\_\_\_\_]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 02/20/2014 To 02/20/2017

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.]:

The County, NYSDOT and the FAA have entered into an agreement for funding of the project.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$ 70,900.00

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 Super'd

Pre-Legislative Approvals:

- A. Director of Purchasing: *Angela Sew* Date 2-10-14
- B. Management and Budget: *Janet Myung* Date 2/10/14
- C. Law Department: *S. Yasgur* Date 2/11/14
- D. County Manager: *John P. ...* Date 2/11/14
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

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

**RESOLUTION INTRODUCED BY THE PUBLIC WORKS COMMITTEE**

**RESOLUTION TO AUTHORIZE THE ACCEPTANCE OF A GRANT OFFER FROM THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION (NYSDOT) FOR ENGINEERING SERVICES FOR THE AIRPORT DRAINAGE IMPROVEMENTS PROJECT – DESIGN ONLY PIN - 9902.71 AT THE SULLIVAN COUNTY INTERNATIONAL AIRPORT**

**WHEREAS**, the County of Sullivan applied for and received a grant to fund the Engineering Design Services for the Sullivan County International Airport; and

**WHEREAS**, Resolution No. 335-13 authorized the County Manager to apply for and execute AIP grants with the Federal Aviation Administration (FAA) for 90% federal Funding and 5% State funding; and

**WHEREAS**, the NYSDOT has offered NYS PIN 9902.71, a matching grant of 5% of the total project cost to the Federal grant AIP #3-36-0060-31-13; and

**WHEREAS**, the County of Sullivan desires to advance the Project by committing funds for the local match, the funding shares being Federal (FAA) \$63,810; State \$3,545; County \$3,545 for a total project cost of \$70,900 for Engineering Design Services; and

**WHEREAS**, if the County of Sullivan and/or the FAA notifies the NYSDOT that the County has requested and received an increase in Federal funding for the Project based on increased eligible costs and has authorized the proportionate increase in local funding, the State share noted above shall be increased proportionately up to a maximum increase of 15%.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature approves the Project and authorizes the County Manager to execute all necessary agreements in such form as the County Attorney shall approve, on behalf of the County with the NYSDOT, in connection with the Project; and

**BE IT 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 Projects; and

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

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2014.

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

To: Sullivan County Legislature

Fr: Edward McAndrew, P.E., Commissioner

Re: Request for Consideration of a Resolution: Co. Rd. 53 Execute Federal-Aid Agree.

Date: 2/13/2014

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.]

Execute an agreement with NYSDOT which allocates funding for the emergency repair work on County Road No. 53 which was damaged in a flood event of June 27th through July 4th, 2013.

Is subject of Resolution mandated? Explain:

No. The County has already repaired the damaged sections of Co Rd 53 and these costs are now eligible for 100% federal-aid funding by executing this agreement.

Does Resolution require expenditure of funds? Yes  No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 36,702.13

Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): D 5110-45 (funds expended in 2013)

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

Estimated Cost Breakdown by Source:

County	\$ <u>0.00</u>	Grant(s)	\$ _____
State	\$ <u>0.00</u>	Other	\$ _____
Federal Government	\$ <u>36,702.13</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 [ NYS Dept. of Transportation ] of  
150 Wolf Road, Albany, NY 12232

Nature of Other Party to Contract: Professional

Other:

Duration of Contract: From 06/27/2013 To 06/27/2015

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.]:

The County will be reimbursed for 100% of the project's emergency repairs costs, which have already been completed, by executing this contract for the Federal Aid funding.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$36,702.13

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): Dermot P. Dowd, LS, Civil Eng.

Pre-Legislative Approvals:

- A. Director of Purchasing: *Carym Lewis* Date 2-11-14
- B. Management and Budget: *Janet Myg* Date 2/10/14
- C. Law Department: *S. Gaspar* Date 2/12/14
- D. County Manager: *John Rosal* Date 2/11/14
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

Vetted in Public Works Committee Committee on 02/13/2014

**RESOLUTION INTRODUCED BY PUBLIC WORKS COMMITTEE**

**RESOLUTION TO AUTHORIZE FUNDING IN THE FIRST INSTANCE OF 100% OF THE FEDERAL-AID ELIGIBLE COSTS, OF A TRANSPORTATION FEDERAL-AID EMERGENCY RELIEF PROJECT.**

WHEREAS, a Project for the Emergency Repair of County Road No. 53 from the storm of June 27<sup>th</sup> through July 4<sup>th</sup> 2013, P.I.N. 9890.83, Contract D034619 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs of such program to be borne at a ratio of 100% Federal funds and 0% non-Federal Funds for Emergency Repair work; and

WHEREAS, the County of Sullivan desires to advance the Project by making a commitment of 100% of the Federal and non-Federal share of the cost of Construction, Construction Supervision and Inspection work.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby approves of the Project and authorizes the County Treasurer to pay in the first instance 100% of the Federal and non-Federal share of the cost of Construction, Construction Supervision and Inspection work for the project or portions thereof; and

BE IT FURTHER RESOLVED, that the sum of \$ 36,702.13 is hereby appropriated in budget and made available to cover the cost of participation in the above phases of the Project; and

BE IT FURTHER RESOLVED, that in the event the full Federal and non-Federal share of the cost of the project exceeds the amount appropriated above, the Sullivan County Legislature shall convene as soon as possible to appropriate said excess amount upon notification by the New York State Department of Transportation thereof; and

BE IT FURTHER RESOLVED, that the County Manager be hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal-Aid and/or Marchiselli Aid on behalf of the County with the New York State Department of Transportation, in such forms as approved by the County Attorney, to advance, approve, and administer the Project; and

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

BE IT FURTHER RESOLVED, this Resolution shall take effect immediately.

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2014.

**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: Selection of Consultant

**Date:** February 13, 2014

**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 Selection of Passero Associates to serve as the Engineering Consultant for Design and Inspection services at the Sullivan County International Airport (SCIA).

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

Yes, The Federal Aviation Administration requires the County to solicit Qualified Engineering Firms for Consultant Services

**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  
[Passero Associates \_\_\_\_\_]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 03/31/2013 To 03/31/2016

Is this a renewal of a prior Contract? Yes  No

If "Yes" provide the following information:

Dates of prior contract(s): From 03/31/2007 To 03/31/2013

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:

The Federal Aviation Administration (FAA) requires a qualification based review for selection of an Engineering Firm for consulting services.

\_\_\_\_\_

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.]:

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

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 Super'd

Pre-Legislative Approvals:

A. Director of Purchasing: *Cyrus Lewis* Date 2-11-14

B. Management and Budget: *Janet Myer* Date 2/10/14

C. Law Department: *S. Gaspar* Date 2/11/14

D. County Manager: *John Hood* Date 2/11/14

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

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

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

**RESOLUTION INTRODUCED BY THE PUBLIC WORKS COMMITTEE**

**RESOLUTION TO AUTHORIZE THE SELECTION OF A SULLIVAN COUNTY INTERNATIONAL AIRPORT (SCIA) CONSULTANT**

**WHEREAS**, the term of the current SCIA consultant has expired; and

**WHEREAS**, the County of Sullivan has completed a Federal Aviation Administration required qualification-based procurement process to select an Airport Consultant; and

**WHEREAS**, Passero Associates, whose main office is located in Rochester, New York, has been selected to serve as the Consultant at the Sullivan County International Airport; and

**WHEREAS**, the Federal Aviation Administration has given its concurrence in selecting Passero Associates as the Airport Consultant through March of 2016.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature authorizes the selection of Passero Associates to serve the Sullivan County International Airport as its Consultant for the next term; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature authorizes the Sullivan County Manager to sign all necessary Consultant agreements, contracts, certifications and Federal & State grant applications, on behalf of the County, in such form as the Sullivan County Attorney shall approve.

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2014.

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

To: Sullivan County Legislature

Fr: Edward McAndrew, P.E., Commissioner

Re: Request for Consideration of a Resolution: SCCC Project Execute Supp. Agree. #2

Date: February 13, 2014

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.]

Execute a supplemental agreement (No. 2) with NYSDOT which allocates additional funding for Construction, Construction Supervision and Inspection.

Is subject of Resolution mandated? Explain:

No. The County has been advancing this federal-aid project through design phase for several years and wishes to progress the project to the construction phase.

Does Resolution require expenditure of funds? Yes  No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 909,891.00

Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): Capital Budget

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

Estimated Cost Breakdown by Source:

County	\$ <u>181,978.20</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ <u>727,912.80</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 [NYS Dept. of Transportation] of  
150 Wolf Road, Albany, NY 12232

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 04/21/2008 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.]:

The County and NYSDOT have already entered into an agreement for funding of the design project. This Supplement Agreement will authorize the funding for the construction phase of the project.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$909,891.00

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.)  
Pre-qualified consultant list for Construction Inspection / Bid for Construction

Person(s) responsible for monitoring contract (Title): Dermot P. Dowd, LS, Civil Eng.

Pre-Legislative Approvals:

- A. Director of Purchasing: *Amyon Serrano* Date 2-11-14
- B. Management and Budget: *James M. [unclear]* Date 2/10/14
- C. Law Department: *S. Yagum* Date 2/11/14
- D. County Manager: *John [unclear]* Date 2/11/14
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

Vetted in Public Works Committee Committee on 02/13/2014

**RESOLUTION INTRODUCED BY PUBLIC WORKS COMMITTEE**

**RESOLUTION TO AUTHORIZE FUNDING IN THE FIRST INSTANCE OF 100% OF THE FEDERAL-AID ELIGIBLE COSTS, OF A TRANSPORTATION FEDERAL-AID PROJECT.**

**WHEREAS**, a Project for Sullivan County Community College Road Improvement Project, Town of Fallsburg, Sullivan County, P.I.N. 9753.29, Contract D031632 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs of such program to be borne at a ratio of 80% Federal funds and 20% non-Federal Funds; and

**WHEREAS**, the County of Sullivan desires to advance the Project by making a commitment of 100% of the Federal and non-Federal share of the cost of Construction, Construction Supervision and Inspection work; and

**WHEREAS**, Resolution 121-08 provided Legislative approval for Preliminary Engineering and Right-of-Way Incidentals work.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby approves of the Project and authorizes the County Treasurer to pay in the first instance 100% of the Federal and non-Federal share of the cost of Construction, Construction Supervision and Inspection work for the project or portions thereof; and

**BE IT FURTHER RESOLVED**, that the sum of \$ 909,891 is hereby appropriated in budget and made available to cover the cost of participation in the above phases of the Project; and

**BE IT FURTHER RESOLVED**, that in the event the full Federal and non-Federal share of the cost of the project exceeds the amount appropriated above, the Sullivan County Legislature shall convene as soon as possible to appropriate said excess amount upon notification by the New York State Department of Transportation thereof; and

**BE IT FURTHER RESOLVED**, that the County Manager be hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal-Aid and/or Marchiselli Aid on behalf of the County with the New York State Department of Transportation, in such forms as approved by the County Attorney, to advance, approve, and administer the Project; and

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

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

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2014.

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: To apply for a HHW assistance grant

Date: February 13, 2014

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 filing of an application for a State grant in-aid for a HHW state assistance program.

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: Reimbursement grant for funds exper

Estimated Cost Breakdown by Source:

County \$5,397.52 (Pd in 2013) Grant(s) \$ \_\_\_\_\_

State \$5,397.52 Other \$ \_\_\_\_\_

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

Verified by Budget Office: Janet My

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  
[NY State Dept. of Environmental Conservation \_\_\_\_\_]

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

Duration of Contract: From 03/01/2013 To 03/31/2014

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:

N/A

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.]:

Provides funding for a program the Legislature has supported.

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

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): \_\_\_\_\_

Pre-Legislative Approvals:

- A. Director of Purchasing: *Casper Sews* Date *2-11-14*
- B. Management and Budget: *Janet Myer* Date *2/10/14*
- C. Law Department: *S. Yasgur* Date *2/11/14*
- D. County Manager: *Juli Petros* Date *2/11/14*
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

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

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

**RESOLUTION INTRODUCED BY THE PUBLIC WORKS COMMITTEE**

**RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION, FOR A STATE GRANT IN-AID FOR A HOUSEHOLD HAZARDOUS WASTE STATE ASSISTANCE PROGRAM AND SIGNING OF THE ASSOCIATED STATE CONTRACT, UNDER THE APPROPRIATE LAWS OF NEW YORK STATE.**

**WHEREAS**, the State of New York provides financial aid for household hazardous waste programs; and

**WHEREAS**, the County of Sullivan herein called the MUNICIPALITY, has examined and duly considered the applicable laws of the State of New York and the MUNICIPALITY deems it to be in the public interest and benefit to file an application under these laws; and

**WHEREAS**, it is necessary that a Contract by and between THE PEOPLE OF THE STATE OF NEW YORK, herein called the STATE, and the MUNICIPALITY be executed for such STATE Aid; and

**WHEREAS**, the Sullivan County Legislature hereby authorizes the County Manager and / or the Chairman of the County Legislature to execute any and all necessary documents to accept the award, should one be granted, and enter into an award agreement or contract in order to administer the funding secured, in such form as the County Attorney shall approve.

**NOW, THEREFORE, BE IT RESOLVED BY** the County of Sullivan Legislature

1. That the filing of an application in the form required by the State of New York in conformity with the applicable laws of the State of New York including all understanding and assurances contained in said application is hereby authorized.
2. That County Manager, or his/her designee is directed and authorized as the official representative of the MUNICIPALITY to act in connection with the application and to provide such additional information as may be required and to sign the resulting contract if said application is approved by the STATE;
3. That the MUNICIPALITY agrees that it will fund the entire cost of said household hazardous waste program and will be reimbursed by the State for the State share of such costs.
4. That four (4) Certified Copies of this Resolution be prepared and sent to the New York State Department of Environmental Conservation, Albany, New York 12233-7253, together with a complete application.
5. That this resolution shall take effect immediately.

**BE IT FURTHER RESOLVED**, that should the NYS Department of Environmental Conservations' Household Hazardous Waste Program funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.

Moved by \_\_\_\_\_ ,  
Seconded by \_\_\_\_\_ ,  
adopted on motion \_\_\_\_\_ , 2014.

**PUBLIC WORKS COMMITTEE**  
**Monthly Report – February 13, 2014**

**ACCOMPLISHMENTS (January 9 – February 13, 2014)**

**BUILDINGS & GROUNDS**

- Repaired Monticello TS overhead door
- Replaced heating unit at the Mamakating TS
- Repaired compactor at the Highland TS
- Repaired siding at the Rockland TS
- Began painting project at the Travis building
- Made various heating unit repairs in the Community Services building
- Repaired Barryville Shop roof
- Repaired cell doors and pulled cables for computers at the Jail
- Made repairs to comply with DOH at the Adult Care Center
- Repaired heating and pipes at 113 E. Broadway

**PARKS & RECREATION**

**Fort Delaware Museum of Colonial History**

- Continued planning for 2014 Season
- Sent return letters to seasonal staff

**Lake Superior State Park**

- Continued planning for 2014 Season
- Sent return letters to seasonal staff

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

- Continued planning for 2014 Season
- Attended D&H Transportation Heritage Council Quarterly meeting
- Accepted invitation to join Town of Mamakating D&H Canal working group
- Looked into snow plow issues at various canal parking lots

**Sullivan County Museum**

- Completed time cards
- Responded to building issues
- Reviewed facility use requests & issued permit for facility use

**General Parks**

- Submitted vacancy review paperwork for seasonal positions
- Prepared resolution for Personnel committee concerning minimum wage rate increase
- Attended HEAL Grant meeting w/Grants, Audit, OMB
- Continued HEAL Grant project oversight
- Continued working with Grants and General Services on HEAL Grant reporting
- Responded to ice fishing inquiries
- Continued to work with Triathlon planner about future event

- Continued accepting Fort Delaware 2014 Student Day reservations
- Assisted with Buildings Department
- Applied and interviewed for the Sullivan County Master Gardner Volunteer Program
- Attended Sullivan Renaissance Steering Committee meeting

#### **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 on the road to keep road and bridge crews working
- Repaired landfill containers
- Repaired sanders, chain saws and small equipment, snow trucks and loaders as needed
- Sandblasted and painted wheel rims
- Serviced and repaired snow blowers
- Removed cab from BH131 and made necessary repairs
- Cleaned up sandblast area and put equipment away
- Put stationary generator on an axle
- Started to disassemble Gradall to paint and clean
- Rebuilt transmission for stock
- Cut out rotted sides from dump body and repaired Truck 189

#### **SIGN SHOP**

- Fabricated 127 signs for Division of Public Works and Towns
- Repaired 10 signs on county roads and bridges
- Entered sign inventory into computer
- Started to clean striper
- Snow & Ice control

#### **AIRPORT**

- Completed monthly Airport Rescue and Fire Fighting training (ARFF)
- Completed required monthly weather observations
- Continued management coordination of the Potable Water System Construction project; Airport Drainage Rehab Project; the Terminal Rehabilitation Grant and the State Grant for the purchase of the 15 bay hangar

#### **BRIDGES**

- Reviewed NYSDOT Bridges flags and updated the repair project priority list
- Continued project administration, management and submission of reimbursement requests for contract services being provided for Bridge 45 (FAL)
- Completed the assembly of close-out documentation and submitted it to NYSOEM for the Bridge 192C (NEV) Pier Replacement project and the Bridge 191 (FOR) stream embankment rehabilitation project
- Completed a final inspection of the Bridge 191 (FOR) stream embankment rehabilitation project work with NYSOEM staff
- Continued close out work for the Bridge 76 (TUS) construction and inspection contracts



- Continued contract administration work for the Soil Boring Contract
- Continued engineering work for the rehabilitation of Bridge 359 (ROC) and Bridge 298 (LIB)
- Continued monitoring of Bridge 250 (ROC) stringers and floor beams
- Completed plans for the rehabilitation of Bridge 250 (ROC) and issued them to DPW operations
- Completed additional assistance to the Town of Delaware for their preparation of documents to procure funding for the Kohlertown Flood Mitigation project
- Completed a summary report for the inspection of the Sullivan County Solid Waste Facility's MRF and Transfer Station tipping area concrete flooring and provided recommendations for maintenance needs
- Continued coordination for the preparation of the plans, specifications and bid documents by Barton & Loguidice for the project to replace Bridge 45 (FAL)
- Continued preliminary engineering for the Bridge 243 (MAM) rehabilitation project
- Completed coordination and inspection of test sheet pile work for the determination of the suitability of a sheet pile abutment for the Bridge 243 (MAM) rehabilitation project
- Continued preliminary engineering for the replacement of Bridge 461 (MAM)
- Provided assistance to the Department of Planning and Environmental Management for bridge funding needs

## **BUILDINGS**

- Completed ten (10) foster care home inspections and reports as requested by the Department of Family Services
- Ongoing Tower Construction Notification System (TCNS) coordination on six (6) proposed tower sites
- Ongoing Federal Communications Commission (FCC) radio license renewal forms and required notification forms online
- Created 2014 Radio License Data Chart for tracking 155 radio frequencies & updates, 2014 water testing file & water chlorination tracking form, 2014 foster home inspections & reports file and the 2014 Building Inspection Summary Chart for mandated New York State Department Of State building code inspections
- Updated Petroleum Bulk Storage (PBS) monthly file on County facilities
- Prepared 2013 Annual Water Quality Report (AWQR) and letter for submittal to the New York State Department of Health (NYSDOH)
- Reviewed water test results and processed water test lab invoices
- Prepared and submitted Sullivan County International Airport mandated monthly water bacteriological report and letter to the New York State Department of Health (NYSDOH)
- Completed and documented weekly water testing at the Human Service Complex water chlorination system
- Reviewed Human Service Complex & Airport 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)

## **HIGHWAYS**

- Provided ROW information to the public
- Continued to work on the flood event of August, 2011; FEMA declared 4020 (Hurricane Irene); compiled all labor, equipment and material backup, along with all contract engineering, permitting and testing backup for the County Road 49 (FOR) stream embankment armoring and road embankment stabilization project in preparation for upcoming closeout with NYSOEM representatives - submitted required quarterly reporting; compiled backup cost documentation for 2013 construction to date and submitted County reimbursement request to NYSDOT for County Road 55 (FHWA road) embankment stabilization project (MAM)
- Continued to progress the County Road 173 (THO) reconstruction project (received FHWA concurrence on endangered species) and the Sullivan County Community College (FAL) infrastructure upgrade project (continued with preparation of advanced design plans, specifications and estimate) (PS & E) - submitted County reimbursement requests to NYSDOT for both projects
- Reviewed the following for safety issues, potential impacts to and conflicts with the County's right-of-way, infrastructure and drainage: County Road 15 (LIB) - Camp Gila access; County Road 52/State Route 42 (FAL) - Dollar General site plan; County Road 81 (ROC) - laid out school bus stop ahead sign; County Road 102 (THO) - laid out curve warning and speed limit signs; County Road 103 and 107 (THO) - Full EAF Veria Lifestyle Center at former Kutshers resort; County Road 174 (THO) - Solar Array at Center for Discovery; and Apollo Plaza (THO) - researched active boring and monitoring wells at the Landfill
- Continued to work on the analysis of survey elevation data related to the glide slope penetrations at the Sullivan County Airport (BET)
- Distributed the revised Town highway inventories and maps to all fifteen (15) Town Highway Superintendents and Clerks as part of the annual local highway inventory update process
- Prepared the 2013 annual resurfacing report detailing the total miles treated and the total quantity of materials used by the different maintenance techniques
- Updated lane mile tracking data and graphs on the overall condition of the County highway network
- Prepared the 2013 Centerline Miles by Jurisdiction report in addition to the 2013/2014 Snow and Ice Removal in Sullivan County Mileage report
- Prepared 2013 accomplishments and 2014 goals annual report and provided 4<sup>th</sup> quarter Performance Measure reporting

## **LAND & CLAIMS**

- Accidents – Truck 170, Truck 174
- Complaints – CR 164 drainage - correspondence
- Claims – Huertas (COC) correspondence, Walton (THO)
- Incident – CR 112 – sign, salt shed damages
- Releases – SCIA
- Follow-up – CR 164 – drainage, CR 102 obstructions
- Radio Towers – Shandeleer correspondence new owners, TRP to NYSDEC for

- Mamakating
- ROW – CR 104, CR 175
  - FOIL – none

#### **PERMITS**

- Letters sent to numerous permit holders with outstanding permit bonds
- Returned bonds for compliance of terms or retain for violations or unclaimed over two years
- Discussed CR 175 NYSEG pole relocation / easement

Subdivision/development review/correspondence: CR 15 Camp Gila, CR 52 Primax, CR 174 CfD, CR 62 (Chestnut Ridge) continued complaints  
Inspections: CR 42, CR 93, CR 172

#### **PROJECTIONS (February 13 – March 13, 2014)**

#### **BUILDINGS & GROUNDS**

- Repair floor and wall at the Road Patrol building
- Repair overhead door at the Ferndale TS
- Replace window at the Mamakating TS
- Repair caustic tank at the Landfill
- Install rinse rack discharge system in Maplewood
- Place rip rap at Lake Superior

#### **PARKS & RECREATION**

- Continue to work with OSE on sustainability projects
- Continue to work on HEAL Grant project
- Continue to address hunting/ice fishing inquiries at Lake Superior
- Continue to work on interpretative project at Minisink Battleground
- Attend Master Gardener Volunteer Program classes
- Continue to oversee SC Museum
- Receive returning seasonal employee applications
- Continue to accept 2014 Student Day reservations for Fort Delaware
- Continue to plan Lake Superior 2014 season
- Continue to plan for 2014 programming at Fort Delaware & D&H Canal
- Continue to assist, as needed, with buildings

#### **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
- Make all necessary repairs to DPW and outside agency equipment
- Repair plow trucks as needed
- Repair body damage on vehicles

- Install used cab on BH131
- Make spare parts for sanders
- Begin road mower repairs
- Partially sandblast and paint Gradall
- Repair dump body for TK198
- Repair transmission on TK150

## **SIGN SHOP**

- Fabricate signs
- Sign installation and repair
- Continue to clean striper for winter
- Continue sign inventory
- Snow & Ice control

## **Engineering:**

### **AIRPORT**

- Complete monthly Airport Rescue and Fire Fighting training (ARFF)
- Complete required monthly weather observations
- Continue to provide project coordination for the security perimeter roadway project; the County "T" Hangar Rehabilitation Project; Airport Drainage Rehab Project; the Terminal Rehabilitation Grant and the State Grant for the purchase of the 15 bay hangar
- Finalize the coordination of the potable water system construction 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
- Complete the review and preparation of comments for the Bridge 45 (FAL) replacement project PS&E documents
- Complete FEMA/NYSOEM close out work for the reimbursement of costs for the replacement of the Hurricane Irene damaged Bridge 192c (NEV) support pier
- Complete FEMA/NYSOEM close out work for the reimbursement of costs for the replacement of the Bridge 191 (FOR) stream embankment
- Continue monitoring of CB 250 (ROC) stringers and floor beams
- Continue preparation of requests for reimbursements for the HBRR and CHIPS projects
- Complete administration and management work for the close out of the Bridge 76 (TUS) replacement project inspection and construction contracts
- Continue engineering work for the Bridge 359 (ROC) project
- Prepare presentation materials and hold a public meeting for the replacement of the Bridge 359 (ROC) superstructure
- Continue engineering work for the rehabilitation of Bridge 298 (LIB) project
- Continue preliminary engineering for the replacement of Bridge 461 (MAM) project and the Bridge 243 (MAM) rehabilitation project
- Provide inspection work for the soil boring services contract for Bridges 359 (ROC) and

36 (MAM)

- Issue bid documents for the procurement of materials for the Bridge 298 (LIB) and 461 (MAM) projects

## **BUILDINGS**

- Foster care home inspections and reports for Department of Family Services
- Human Service Complex weekly water testing on chlorination system
- Prepare mandated test reports, documents, forms and letters for submittal to New York State Department of Health (NYSDOH)
- Prepare the Annual Water Quality Report (AWQR) for the Sullivan County Human Service Complex as mandated by the 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 provide survey support services as needed for the 2014/2015 bridge and highway improvement programs
- Begin preparation of a preliminary 2014 Highway Work program candidate list
- Continue to provide survey support services for the emergency services tower upgrade project
- Continue with final design coordination, administration and planning for the reconstruction of the County Road 173 project
- Retain a consultant for the design review of the County Road 173 roundabout
- Continue to final design phase for proposed improvements at the Sullivan County Community College
- 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
- Will review subdivision plans and new development projects received from engineers, Planning Department and Town Planning boards

## 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	8,107
September	4,251	4,821
October	4,304	4,564
November	3,712	3,319
December	3,124	3,312
<b>TOTAL</b>	<b>56,901</b>	<b>57,629</b>

(T) - Total New Monticello Transfer Station

### ACCOMPLISHMENTS (January 9- February 13, 2014)

- 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
- Scheduled MRF/TS floor inspection as required by NYSDEC permit
- Met with DGI on closeout of SCSL capping project

### PROJECTIONS (February 13 – March 13, 2014)

- 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 with DGI on the Solid Waste Management Plan required by the NYSDEC
- Continue work on closeout of the Landfill capping project
- Begin work on preparation of NYSDEC annual reports

# Recycling Program

## ACCOMPLISHMENTS (January 9 – February 13, 2014)

- Preparation of NYSDEC annual reports (Electronic Scrap reports, Facilities reports, Annual Recycling report) for all facilities
- Hudson Valley Regional Council meeting
- Landfill Phase 2 parcel monitoring well locations
- 2014 non-resident household & commercial user application updates, decal preparation
- Establish additional Rx collection drop boxes throughout Sullivan County
- Rx Task Force nurse practitioner awareness seminar with Public Health Services
- New E-Scrap bid, contract & vendor coordination
- School recycling information & contact
- Public Works Committee recycling update
- Review recycling program vouchers
- Water sampling & analysis at solid waste facilities
- Single Stream Recycling Program ongoing education/program promotion
- Ongoing Solid Waste Management Plan preparation
- Continue marketing coordination with Treasurers' Department and Office of General Services for marketing, sale and tracking of recyclables
- Solid Waste Task Force participation
- SC Climate Action Plan Materials Management contributions
- Christmas Tree recycling data
- Composting power point & discussion
- Develop 2014 HHW Collection Event program specifications
- Re-community Single Stream Recycling load weights

## PROJECTIONS (February 13 – March 13, 2014)

- Continue preparation of NYSDEC annual reports (Electronic Scrap reports, Facilities reports, Annual Recycling report) for all facilities
- Compost program with SCCC
- Sharps status at Transfer Stations
- Develop Cornell Cooperative Extension Master Gardener Compost seminar
- Rx Task Force participation with Public Health Services
- School recycling information & contact
- Public Works Committee recycling update
- Review recycling program vouchers
- HHW NYSDEC Reimbursement Grant information
- Single Stream Recycling Program ongoing education/program promotion
- Ongoing Solid Waste Management Plan preparation
- Continue marketing coordination with Treasurers Department and Office of General Services for marketing, sale and tracking of recyclables
- Solid Waste Task Force participation
- Water sampling & analysis at solid waste facilities