

## **PUBLIC WORKS COMMITTEE**

**December 11, 2014 – 10:30 AM**

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

### **PRESENTATION:**

### **DISCUSSIONS:**

1. Municipal Clean-up tonnage applied to building removal in the Town of Rockland
2. Transportation Coordination Plan update
3. Solid Waste uncollectable accounts

### **RESOLUTIONS:**

1. Resolution to authorize the acceptance of a donation from the New York State Covered Bridge Society of materials to repair Bridge 192c.
2. Resolution to authorize the acceptance of a grant offer from the NYSDOT for the SCIA drainage improvements and pavement project.
3. Resolution to authorize the acceptance of a grant offer from the NYSDOT for Engineering services for the design only of the SCIA Access Roadway Rehabilitation project.
4. Resolution to authorize a Memorandum of Agreement with the Sullivan County Veterans Coalition.

### **REPORTS:**

1. Recycling - William Cutler, Recycling Coordinator

### **PUBLIC COMMENT:**

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

**To:** Sullivan County Legislature

**Fr:** Edward McAndrew, P.E., Commissioner of Public Works

**Re:** Request for Consideration of a Resolution: Covered Bridge 192c Donation

**Date:** December 11, 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.]

Obtain Legislative approval for the acceptance of materials to be donated by the New York State Covered Bridge Society for use by the Division of Public Works to replace Bridge 192c 's timber bridge railing.

**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 \_\_\_**

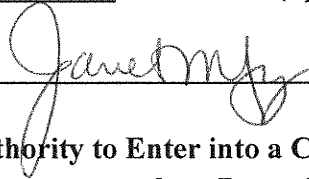
**If "Yes" specify appropriation code(s):** \_\_\_\_\_

**If "No", specify proposed source of funds: NYS Covered Bridge Society**

**Estimated Cost Breakdown by Source:**

County	\$ _____	Grant(s)	\$ _____
State	\$ _____	Other	\$ <u>2,000.00</u>
Federal Government	\$ _____	(Specify)	<u>Donated Materials</u>

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



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

**If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.**

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

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:

\_\_\_\_\_

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.]:

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

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:

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

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

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

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

\_\_\_\_\_ *Not Applicable, IKf* \_\_\_\_\_

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

**Pre-Legislative Approvals:**

- A. Director of Purchasing: *Gary Jones* Date 12/9/14
- B. Management and Budget: *Janet Myer* Date 12/10/14
- C. Law Department: *S. Yagow* Date 12/10/14
- D. County Manager: *John Bond* Date 12/10/14
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

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

**RESOLUTION NO. \_\_\_\_\_ INTRODUCED BY THE PUBLIC WORKS  
COMMITTEE TO AUTHORIZE THE ACCEPTANCE OF A DONATION FROM THE  
NEW YORK STATE COVERED BRIDGE SOCIETY OF MATERIALS TO REPAIR  
BRIDGE 192c**

**WHEREAS**, Bridge 192c (Halls Mill Covered Bridge) on Hunter Spur Road over the Neversink River, located in the Town of Neversink, needs its timber bridge railings replaced; and

**WHEREAS**, the New York State Covered Bridge Society desires to donate the materials needed to replace the railings; and

**WHEREAS**, it is in the best interest of the County to accept the offer of donated materials from the New York State Covered Bridge Society.

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. The County of Sullivan gratefully accepts the donation of materials valued at approximately \$2,000 from the New York State Covered Bridge Society.
2. The Sullivan County Legislature hereby expresses its sincere appreciation and gratitude to the New York State Covered Bridge Society and directs that the Clerk to the Legislature to send a certified copy of this resolution to the New York State Covered Bridge Society.

**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: Execution of Contract

**Date:** December 11, 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 a reimbursement agreement with the New York State Department of Transportation (NYSDOT) for the Airport Drainage Improvements and Pavement Markings Project - Construction 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: \$ 534,148.00

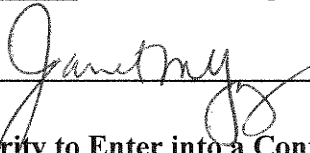
Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): H03-5997-40-4038

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

**Estimated Cost Breakdown by Source:**

County	\$ <u>26,707.00</u>	Grant(s)	\$ _____
State	\$ <u>26,707.00</u>	Other	\$ _____
Federal Government	\$ <u>480,734.00</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 12/01/2014 To 12/01/2017

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): \$ 534,148.00

Efforts made to find Less Costly alternative:

Project was competitively bid through County process.

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 Not Applicable if

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

**Pre-Legislative Approvals:**

- A. Director of Purchasing: [Signature] Date 12/9/14
- B. Management and Budget: [Signature] Date 12/10/14
- C. Law Department: [Signature] Date 12/10/14
- D. County Manager: [Signature] Date 12/10/14
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

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



**RESOLUTION NO.                    INTRODUCED BY THE PUBLIC WORKS COMMITTEE  
TO AUTHORIZE THE ACCEPTANCE OF A GRANT OFFER FROM THE NEW YORK  
STATE DEPARTMENT OF TRANSPORTATION (NYSDOT) FOR THE AIRPORT  
DRAINAGE IMPROVEMENTS AND PAVEMENT MARKINGS PROJECT, PIN 9902.73  
AT THE SULLIVAN COUNTY INTERNATIONAL AIRPORT**

**WHEREAS**, the County of Sullivan applied for and received a grant to fund the Drainage Improvements and Pavement Markings Construction Project for the Sullivan County International Airport; and

**WHEREAS**, Resolution No. 351-14 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 9902.73, a matching grant of 5% of the total project cost to the Federal grant AIP #3-36-0060-033-2014; and

**WHEREAS**, the County of Sullivan desires to advance the Project by committing funds for the local match, the funding shares being Federal (FAA) \$480,734; State \$26,707; County \$26,708 for a total project cost of \$534,148 for the Drainage Improvements Project; 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 Project; and

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

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

**RESOLUTION NO. 351-14 INTRODUCED BY THE PUBLIC WORKS COMMITTEE TO AUTHORIZE EXECUTION OF AIRPORT GRANT AGREEMENTS, CONTRACTS, CERTIFICATIONS AND DOCUMENTATION FOR ENGINEERING, CONSTRUCTION AND CONSTRUCTION INSPECTION SERVICES FOR THE SULLIVAN COUNTY AIRPORT DRAINAGE IMPROVEMENT AND PAVEMENT MARKING COSTRUCTION PROJECT**

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

**WHEREAS**, the County of Sullivan has received a verbal correspondence from the FAA that a grant may be issued in the amount of \$534,148.00 with time constraints for the execution and return of the grant agreement to the FAA; and

**WHEREAS**, the FAA has indicated that they will allocate funding for 90% of the total cost of the project at the Sullivan County International Airport; and

**WHEREAS**, the New York State Department of Transportation share would be 5% of the total project cost.

**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 Sullivan County Treasurer be authorized to advance monies from the General Fund for this project in an amount not to exceed \$534,148.00 contingent upon the execution of the grant agreement.

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

**Moved** by Mrs. LaBuda, **seconded** by Mr. Benson, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 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: Execution of Contract

**Date:** December 11, 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 a reimbursement agreement with the New York State Department of Transportation (NYSDOT) for the Design of the "Airport Access Roadway (CR183A and Traffic Circle) Rehabilitation 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:** \$ 73,350.00

**Are funds already budgeted? Yes  No**

**If "Yes" specify appropriation code(s):** H03-5997-40-4006

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

**Estimated Cost Breakdown by Source:**

County	\$ <u>3,668.00</u>	Grant(s)	\$ _____
State	\$ <u>3,668.00</u>	Other	\$ _____
Federal Government	\$ <u>66,015.00</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 12/01/2014 To 12/01/2017

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): \$ 73,350.00

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 Not Applicable

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

**Pre-Legislative Approvals:**

- A. Director of Purchasing: *Tady Jones* Date 12/9/14
- B. Management and Budget: *Janetmy* Date 12/10/14
- C. Law Department: *S. J. Jorgensen* Date 12/10/14
- D. County Manager: *John Rose* Date 12/10/14
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

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

**RESOLUTION NO.            INTRODUCED BY THE PUBLIC WORKS COMMITTEE TO  
AUTHORIZE THE ACCEPTANCE OF A GRANT OFFER FROM THE NEW YORK  
STATE DEPARTMENT OF TRANSPORTATION (NYSDOT) FOR ENGINEERING  
SERVICES FOR THE AIRPORT ACCESS ROADWAY (CR183A AND TRAFFIC CIRCLE)  
REHABILITATION PROJECT – DESIGN ONLY PIN - 9902.72 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. 350-14 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 9902.72, a matching grant of 5% of the total project cost to the Federal grant AIP #3-36-0060-032-2014; and

**WHEREAS**, the County of Sullivan desires to advance the Project by committing funds for the local match, the funding shares being Federal (FAA) \$66,015; State \$3,668; County \$3,668 for a total project cost of \$73,350 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 Project; and

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

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

**RESOLUTION NO. 350-14 INTRODUCED BY THE PUBLIC WORKS COMMITTEE TO AUTHORIZE EXECUTION OF AIRPORT GRANT AGREEMENTS, CONTRACTS, CERTIFICATIONS AND DOCUMENTATION FOR ENGINEERING SERVICES FOR THE SULLIVAN COUNTY AIRPORT – RECONSTRUCT AIRPORT ACCESS ROADWAY (CR183A AND TRAFFIC CIRCLE) – 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 access roadway (CR183A) and the traffic circle to the airport have reached serviceable life and in need of repair, and/or replacement; and

**WHEREAS**, the County has submitted an application and has received a verbal correspondence from the FAA that a grant may be issued in the amount of \$73,350.00 with time constraints for the execution and return of the grant agreement to the FAA; and

**WHEREAS**, the FAA has indicated that they will allocate 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 \$73,350.00.

**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 \$73,350.00.

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

**Moved** by Mrs. LaBuda, **seconded** by Mr. Benson, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 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: Authorize MOA with SC Veterans Coalition

**Date:** December 11, 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.]

Resolution to authorize a MOA with the Sullivan County Veterans Coalition to provide maintenance for transportation vehicle.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**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: \$ 1,500.00

Are funds already budgeted? Yes  No

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

If "No", specify proposed source of funds: General Fund (Contingent Funds)

**Estimated Cost Breakdown by Source:**

County	\$ <u>1,500.00</u>	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  
[Sullivan County Veteran's Coalition \_\_\_\_\_]

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:

\_\_\_\_\_

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 is cooperating with the Sullivan County Veteran's Coalition to provide basic maintenance to a van used to transport Veterans.

\_\_\_\_\_

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$1500.00

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 *not applicable*

Person(s) responsible for monitoring contract (Title): Edward McAndrew, Commission

Pre-Legislative Approvals:

- A. Director of Purchasing: *Janet Jones* Date *12/9/14*
- B. Management and Budget: *Janet Myers* Date *12/10/14*
- C. Law Department: *S. Yaggin* Date *12/10/14*
- D. County Manager: *John Board* Date *12/10/14*
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

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

**RESOLUTION INTRODUCED BY THE PUBLIC WORKS COMMITTEE TO  
AUTHORIZE A MEMORANDUM OF AGREEMENT WITH THE SULLIVAN  
COUNTY VETERANS COALITION TO PROVIDE MAINTENANCE FOR A  
TRANSPORTATION VEHICLE**

**WHEREAS**, the County of Sullivan Veterans Service Agency exists to provide entitlement information and advocacy assistance to military personnel, military veterans, and their dependents, including transportation related services, and

**WHEREAS**, the County of Sullivan Veterans Services Agency through the Division of Public Works provides transportation services to United States Department of Veterans Affairs Hospitals, and

**WHEREAS**, the Sullivan County Veterans Coalition, is in possession of a van which will be used to transport veterans from their homes to medical appointments and other destinations, and

**WHEREAS**, the Sullivan County Veterans Coalition will schedule, operate, and pay for the trips, but has a need for routine maintenance services for the van, and

**WHEREAS**, the service being provided by the Sullivan County Veterans Coalition is a mission of the County of Sullivan Veterans Service Agency, and

**WHEREAS**, the County of Sullivan Veterans Service Agency lacks the resources in order to provide this service.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature authorizes a Memorandum of Agreement with the Sullivan County Veterans Coalition in an amount not to exceed \$1,500 for the purposes of the County providing routine maintenance services on the Sullivan County Veterans Coalition van.

**PUBLIC WORKS COMMITTEE**  
**Monthly Report – December 11, 2014**

**ACCOMPLISHMENTS (November 13 – December 11, 2014)**

**BUILDINGS & GROUNDS**

- Rip rap borders set at Lake Superior
- Repaired/ replaced roofs at Fort Delaware
- Repaired air and water lines at the Barryville Facility
- Removed trees at various bridges
- Installed signage in County Parks
- Replaced caustic tank at the Landfill Pretreatment Plant
- Repaired rails at the Adult Care Center

**PARKS & RECREATION**

**Fort Delaware**

- Continued coordination of installation of new exhibit
- Worked with Operations on various maintenance and repairs to facility structures

**Lake Superior**

- Continued responding to hunting inquiries

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

- Continued communications with National Park Service concerning model
- Closed out seasonal employment
- Attended monthly Town of Mamakating D&H Canal Committee Meeting

**Sullivan County Museum**

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

**General Parks**

- Continued work on annual report
- Marked out locations for new park index signs for operations
- Continued involvement with SCIA Signage project
- Attended Sullivan Renaissance Steering Committee meeting
- Completed writing final 2014 purchase requisitions
- Continued follow up work to close out remaining open Purchase Orders
- Worked with Treasurer's Accounting on sales tax issues
- Prepared for Snowmobile Trail Maintenance Grant informational meeting

**SHOP STAFF**

- Prepared new equipment for service
- Continued services & New York State Inspections

- Continued repairs on solid waste roll-off trucks and containers
- Made all necessary repairs to DPW and outside agency equipment
- Repaired body damage on vehicles

### **SIGN SHOP**

- Fabricated signs for Division of Public Works and Towns
- Repaired signs on county roads and bridges
- Entered sign inventory into computer

### **AIRPORT**

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

### **BRIDGES**

- Addressed NYSDOT bridge flags for Bridges: Route 17/I86 overpass bridge on CR 166A (MAM), 98 (BET) and 183 (MAM)
- Completed assistance to DPW Forces for the Bridge 82 (FOR) upstream side grating repairs
- Started to review the final bid documents for the Bridge 45 (FAL) replacement project and continued project administration and management work
- Continued coordination with utility providers for the relocation of utilities needed for the Bridge 45 (FAL) replacement project
- Completed a meeting with the Town of Fallsburg for the Bridge 45 (FAL) Project and coordinated work with respect to the Town's Scenic Overlook and relocation of the Town's sewage force main
- Completed a meeting with NYSDOT for the purpose of coordinating: project scheduling, funding and the receipt of final comments for the Bridge 45 (FAL) bid documents
- Continued contract management and administration work for the Bridge 359 (ROC) construction and inspection contracts
- Continued follow-up work with the New York Division of Homeland Security and Emergency Services for the receipt of the balance of funding owed for the Bridge 191 (FOR) and 192C (NEV) projects
- Continued coordination, inspection and testing of concrete for the Communications Tower projects
- Completed inspection and engineering assistance during the construction of repairs needed for Bridge 455 (DEL) which was damaged by the July storms
- Continued the monitoring program for Bridge 22 (CAL) to check for additional settlement of the abutment impacted by the July flood
- Provided assistance to the LEPC/SNS subcommittee planning meetings for disaster preparedness

- Completed the preparation of the second semiannual inspection report for the Toasperm Dam and the Sunset Lake Dam
- Coordinated the proposed donation of materials from NYS Historic Covered Bridge Society for the repair of County Bridge 192c (NEV) railings and prepared a resolution to obtain Legislative approval for the acceptance of the donation
- Began the preparation of an agreement for engineering design services for the rehabilitation work needed for Bridge 369 (ROC)
- Continued the annual inspection of bridges
- Processed documents required for the receipt of reimbursements from the CHIPS program
- Provided assistance to the Sullivan County Soil & Water Conservation District with respect to a flood study being made in the Town of Neversink
- Began the preparation of bid documents for the 2015 Bridge Painting Project
- Began preliminary engineering and planning work for the replacement of Bridges 252 (BET) and 379 (LIB)

## **BUILDINGS**

- Completed foster care home inspections and reports as requested by the Department of Family Services
- Department of State (DOS) mandated 2014 Building Inspections and Reports with Triennial Building Inspection Summary Chart updates
- Petroleum Bulk Storage (PBS) tank inspections at Sullivan County facilities for conformance with NYSDEC regulations
- Adult Care Center elevator shunt-trip panels, heat detectors, smoke detectors and sprinkler addition project coordination with OGS
- Adult Care Center/ Shared Clinic Facility roof replacement shop drawing review and project coordination with Contractor
- ESTF parking lot lighting specification & plan modifications
- Tower Construction Notification System (TCNS) online coordination for two new proposed radio towers
- Ongoing mandated Federal Communications Commission (FCC) radio license renewal forms online
- Prepared and submitted the Sullivan County International Airport mandated monthly raw water and quarterly treated water bacteriological reports and letters to the NYSDOH
- Prepared and submitted the Human Service Complex & Airport mandated monthly water chlorination system Operation Report calculations and letters to the New York State Department of Health (NYSDOH)
- Water invoice / voucher review and approval
- Completed weekly water testing at the Human Service Complex water chlorination system and documented
- Human Service Complex Water Chlorination System sign fabrication indicating "DANGER - CHLORINE" and "WARNING - CHLORINE CONTACT TANK"
- Attended New York State Department of State mandated building code training
- 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 recovery from the flood events of August, 2011(Hurricane Irene); County Road 55 (FHWA road) embankment stabilization project (MAM) - set GPS survey control for upcoming field survey required by ACOE and DEC - submitted County reimbursement request no. 4 to NYSDOT
- Continued to progress the County Road 173 (THO) reconstruction project (submitted County reimbursement request no. 10 to NYSDOT and the Sullivan County Community College (FAL) infrastructure upgrade project (reviewed record as-built plan set prepared by consultant, approved contractor payments and submitted County reimbursement request no. 3 to NYSDOT )
- Continued to work with the developers design consultant (AKRF) and the County's design review consultant (MJI) to review design revisions for the County Road 173 / Exit 106 (THO) roundabout project related to the proposed EPT Concord development (reviewed consultant invoicing and escrow balance)
- Continued to close-out the 2014 contract paving and striping of 25.5 miles of county road - provided daily inspection oversight for the contract striping of 24 miles of additional county road beyond the original contract - approved contractor invoicing
- Completed the survey layout of centerline road staking and grading for the new perimeter road at the Sullivan County Airport (BET)
- Assisted operations with the tracking of striping and paint status on County and Town roads and Village streets - reviewed billing for Town and Village striping
- Continued with the review of the NYSDOT's annual local roads listings for the County and Town highway systems in order to reconcile the State's and the County's local highway mileages for certification as part of the Consolidated Local Street and Highway Improvement Program (CHIPS)
- Completed annual permitting maintenance inspections of the storm water detention ponds at the DPW Maplewood and Transportation facilities (THO) - prepared maintenance action memos and coordinated repairs with operations
- Completed the annual MS4 inspection of County Roads 64 and 65
- Continued the annual Road Surface Management System (RSMS) pavement assessment field survey of the entire 385 mile county road network
- Reviewed and/or researched the following for safety issues, potential impacts to and conflicts with the County's right-of-way, drainage, infrastructure and maintenance: County Road 12 (HIG) - School Bus Stop Ahead sign request and extend No Passing Zone; County Road 59 (THO) - Monticello Boat Storage site plan; County Road 62 (MAM) - Tetz quarry drainage outfalls; County Road 62 (MAM) - Chestnut Ridge accesses; County Road 116 (COC) - old guide rail removal; County Road 152 (ROC) - stop sign relocation and; County Road 171 (MAM) - curve warning sign upgrades

## **LAND & CLAIMS**

- Accidents – None
- Claims – Enker (TUS) file, Huertas affidavit

- Incidents – CR 149 damages – sent to insurance company
- Complaints – CR 114 obstruction, CR 116 fence – follow-up, CR 31 vehicle in ROW, CR 164 posts
- Continued correspondence – CR 62 project, CB 45
- Follow-up – CB 455 releases, CB461
- Radio Towers – Lumberland – field meeting, draft agreement, Mamakating utility easement
- Research Property & Releases – Fremont TH 26
- ROW – CR 164 fence, CR 12 intersection
- FOIL – permit requirements
- Misc. – well on County owned Fremont parcel, CR 173 intersection, Woodridge traffic signal meeting

**PERMITS**

TYPE	NUM	YEAR	NAME	CR
M	3055	2014	John Zaccarri	26
M	3056	2014	LRC	109
D		2014	Town of Liberty	15
O	1522, 1534, 1537	2014	Amhof Trucking	11, 12, 13
O	1523, 1528, 1530, 1531, 1535, 1536	2014	Mercer Transportation	11, 12, 13
O	1524, 1529	2014	Bennett Motor Express Inc.	11, 12, 13
O	1525	2014	Omega Demolition	11, 12, 13
O	1526	2014	Sullivan County Trans., Inc.	81, 178, 146, 145
O	1527	2014	Sullivan County Trans., Inc.	117, 14
O	1532, 1533	2014	Meteor Express	11, 12, 13

Subdivision/development review/correspondence: CR 62 violation, CR 114 received payment for violation, CR 111 Daley (TUS) 2 lot subdivision, CR 113 Zimmerman additional access, CR 109 Concord activity, CR 104 CFD

Inspections: CR 11, CR 19, CR 16, CR 156, CR 62, CR 113, CR 75

**PROJECTIONS (December 11 – January, 2015)**

**BUILDINGS & GROUNDS**

- Remove trees on CR 49
- Repair impact damage at the Highland Transfer Station
- Repair steel at the Ferndale Transfer Station
- Repair ramp and Bio tank at the Landfill
- Repair electric and gutter at the Monticello Transfer Station
- Modify the elevator sprinkler system at the Adult Care Center



## **PARKS & RECREATION**

- Continue to address hunting inquiries at Lake Superior
- Continue to oversee SC Museum
- Continue to work with operations on various park maintenance and repair projects
- Host Snowmobile Trail Maintenance Grant informational meeting
- Attend monthly Town of Mamakating D&H Canal Committee meeting
- Write and send letters to potential returning seasonal employees
- Begin planning 2015 programming at Fort Delaware and D&H Canal Interpretive Center
- Continue to accept 2015 Student Day reservations for Fort Delaware
- Continue working on new exhibit for Fort Delaware

## **SHOP STAFF**

- Prepare new equipment for service
- Continue services & New York State Inspections
- Continue repairs on solid waste roll-off trucks and containers
- Make all necessary repairs to DPW and outside agency equipment
- Repair body damage on vehicles
- Check all generators throughout the County to prepare for winter use
- Work on two sheriff department vehicles to prepare for complete paint job

## **SIGN SHOP**

- Fabricate signs
- Sign installation and repair
- Continue sign inventory

## **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, the State Grant for the purchase of the 15 bay hangar, the Drainage Improvements Project and the Design of the Terminal Access Roadway and Traffic Circle 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 preparation of bid documents and prepare a solicitation for inclusion in the NYS Contract Reporter for the Bridge 45 (FAL) replacement project
- Continue follow-up with the New York Division of Homeland Security and Emergency Services for the reimbursement of the balance owed for the replacement of the Bridge

- 191 (FOR) stream embankment and the Bridge 192C (NEV) bridge pier replacement projects
- Continue preparation of requests for reimbursements for the HBRR and CHIPS projects
  - Continue contract administration, management and inspection work for the Bridge 359 (ROC) project
  - Begin preliminary design work for replacing the downstream side gratings for Bridge 82 (FOR)
  - Begin preliminary engineering work for the replacement of Bridge 128 (BET)
  - Continue preliminary engineering work for the replacement of Bridges 252 (BET) and 379 (LIB)
  - Provide follow-up for 2015 concrete testing for the Radio Tower foundation work
  - Complete the preparation of an agreement for engineering design services for the rehabilitation work needed for Bridge 369 (ROC) and coordinate the execution of the agreement
  - Provide follow-up work for the receipt of a donation of materials for Bridge 192C
  - Complete annual bridge inspections and start the updating of the Bridge Inspection Report

## **BUILDINGS**

- Foster care home inspections and reports for Department of Family Services
- Department of State (DOS) mandated 2014 Building Inspections and Reports with Triennial Building Inspection Summary Chart updates
- Continue with Petroleum Bulk Storage (PBS) tank inspections at Sullivan County facilities for conformance with NYSDEC regulations
- Continue with mandated Federal Communications Commission radio license renewal and modification forms for EMS, sheriff, fire service, highway maintenance, microwave and local government
- Human Service Complex weekly water testing on water chlorination system
- Prepare mandated test reports, documents, forms and letters for submittal to New York State Department of Health (NYSDOH)
- 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
- Prepare end of year resurfacing and miles by jurisdiction reports
- Continue with close out of 2014 contract paving of 25.5 miles of county road
- Continue with annual road surface assessment survey and analysis using RSMS
- Continue with final design coordination, right-of-way acquisition, administration and planning for the reconstruction of the County Road 173 project

- Continue with design review for the County Road 173 roundabout related to the EPT Concord development
- Close out the road improvement project 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	2013 tonnage (T)	2014 tonnage (T)
January	3,113	2,884
February	2,602	2,366
March	3,178	3,130
April	4,138	4,133
May	4,888	4,560
June	5,874	5,192
July	9,713	8,252
August	8,107	7,349
September	4,821	4,391
October	4,564	3,954
November	3,319	
December	3,312	
<b>TOTAL</b>	<b>57,629</b>	

(T) - Total New Monticello Transfer Station

### **ACCOMPLISHMENTS (November 13 - December 11, 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
- Compiled information for annual reports for the Landfill
- Worked on the new caustic tank for Chemical Bulk Storage facility as required by NYSDEC

### **PROJECTIONS (December 11 – January, 2015)**

- 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
- Continue with Caustic Tank replacement project
- Continue compiling data for inclusion in multiple NYSDEC and EPA required reports

## RECYCLING PROGRAM

### ACCOMPLISHMENTS (November 13 – December 11, 2014)

- Cooke School - Monticello 5<sup>th</sup> Grade S.T.E.M. Project Compost training at SCCC
- Regional Master Composter Program discussion with Gail Beverly, Dutchess County and UC Berkeley
- Hudson Valley Regional Council meeting
- SCCC Food Waste Compost Project site visit with Larry Reeger
- New Electronic Scrap vendor site visits, continue removal coordination at transfer stations
- Municipal Cleanup program coordination and planning for 2015 program
- Continued biennial NYSDEC Local Solid Waste Management Plan Compliance Report update
- E-Scrap invoices reviewed
- 2015 Hauler License materials
- Ongoing Solid Waste Management Plan preparation
- Rx Task Force participation with Public Health Services
- Public Works Committee recycling update
- Review recycling program vouchers
- Water sampling & analysis program invoices
- Continue marketing coordination with Treasurer's Department and Office of General Services for marketing, sale and tracking of recyclables
- Water sampling & analysis at public works & solid waste facilities
- Year-end DPW Annual Report

### PROJECTIONS (December 11 – January, 2015)

- Begin assembly of 2015 Annual Report data
- Christmas tree drop off program at transfer stations
- Continue Electronic Scrap vendor coordination at recycling facilities
- Food waste prevention & organics recovery flyer
- Single Stream quality control at export building
- Schools – recycling & waste reduction contact information
- Transfer station signage
- Ongoing Solid Waste Management Plan preparation
- Rx Task Force participation with Public Health Services
- Public Works Committee recycling update
- Review recycling program vouchers
- Single Stream Recycling Program ongoing education/program promotion
- Continue marketing coordination with Treasurer's Department and Office of General Services for marketing, sale and tracking of recyclables
- Water sampling & analysis at public works & solid waste facilities