

PUBLIC WORKS COMMITTEE

February 10, 2015 – 11:45 AM

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

PRESENTATION:

1. Composting

DISCUSSIONS:

RESOLUTIONS:

1. Resolution to authorize an easement with NYSEG for installation of a new pole and anchor on County owned property alone Elk Point Road.
2. Resolution to authorize the acceptance of an Aviation Capital Grant program offer from NYSDOT for the Sullivan County International Airport for the design and construction of a Corporate Bulk hangar.

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.

Re: Request for Consideration of a Resolution: Authorize easement with NYSEG

Date: February 10, 2015

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 an easement with NYSEG for installation of a new pole and anchor on County owned property along Elk Point Road.

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes ___ No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ _____

Are funds already budgeted? Yes ___ No ___

If "Yes" specify appropriation code(s): _____

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

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

Verified by Budget Office: 

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

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

Request for Authority to Enter into Contract with [_____] of
[_____]

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.)

N/A - Cf

Person(s) responsible for monitoring contract (Title): Marcia Fink, Land & Claims Ad

Pre-Legislative Approvals:

- A. Director of Purchasing: [Signature] Date 2/9/15
- B. Management and Budget: [Signature] Date 2/9/15
- C. Law Department: [Signature] Date 2/9/15
- D. County Manager: [Signature] Date 2/9/15
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

RESOLUTION NO _____ INTRODUCED BY THE PUBLIC WORKS COMMITTEE TO AUTHORIZE AN EASEMENT WITH NEW YORK STATE ELECTRIC & GAS (“NYSEG”) FOR INSTALLATION OF A NEW POLE AND ANCHOR ON COUNTY OWNED PROPERTY ALONG ELK POINT ROAD IN THE TOWN OF LIBERTY

WHEREAS, the County of Sullivan owns a parcel of land depicted on the Real Property Tax Map in the Town of Liberty, shown as Section 25, Block 1, Lot 13.1; and

WHEREAS, the County of Sullivan plans to upgrade an existing emergency communication tower which will require upgrading the electrical service; and

WHEREAS, NYSEG is requesting an easement to enter on the described property along Elk Point Road to facilitate the upgrade; and

WHEREAS, the easement area shall be thirty (30) feet wide beginning at pole numbered 5613-1 situate off the northerly side of Elk Point Road; extending in a northeasterly direction upon and over Grantor’s land a distance of approximately fifty six (56) feet to pole numbered 5613-2; situate approximately fifty three (53) feet northerly of the centerline of Elk Point Road. Together with the right for guying facilities and service extensions to be located outside of the stated easement width.

NOW, THEREFORE, BE IT RESOLVED, that the County of Sullivan is authorized to execute the easement, as prepared by NYSEG and approved by the Sullivan County Department of Law; and

BE IF FURTHER RESOLVED, that the Chairman of the Legislature be authorized to execute the necessary easement documents, in said form to be approved by the County Attorney.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2015.

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

To: Sullivan County Legislature

Fr: Edward McAndrew, P.E.

Re: Request for Consideration of a Resolution: Execution of Grant Agreements

Date: February 10, 2015

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

To authorize the County Manager to execute an Airport Grant Agreement and Construction Agreement with the New York State Department of Transportation (NYSDOT) for Construction of a Corporate Bulk Hangar 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: \$ 990,000.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): H03 5997-21-2102

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ <u>99,000.00</u>	Grant(s)	\$ _____
State	\$ <u>891,000.00</u>	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: 

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

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

Request for Authority to Enter into Contract with [_____] of
[New York State Department of Transportation _____]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From _____ To _____

Is this a renewal of a prior Contract? Yes ___ No

If "Yes" provide the following information:

Dates of prior contract(s): From _____ To _____

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): _____

Future Renewal Options if any:

None _____

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

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

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

The County does not have the resources to construct the proposed hangar.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$990,000.00

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.)
Project will be competitively bid. RF

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

Pre-Legislative Approvals:

- A. Director of Purchasing: Larry Jones Date 2/9/15
- B. Management and Budget: Janet Myers Date 2/9/15
- C. Law Department: John P. [Signature] Date 2/9
- D. County Manager: John P. [Signature] Date 2/9/15
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

RESOLUTION NO. _____ INTRODUCED BY THE PUBLIC WORKS COMMITTEE TO AUTHORIZE THE ACCEPTANCE OF AN AVIATION CAPITAL GRANT PROGRAM OFFER FROM THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION (NYSDOT) FOR THE SULLIVAN COUNTY INTERNATIONAL AIRPORT (SCIA) FOR THE DESIGN AND CONSTRUCTION OF A CORPORATE BULK HANGAR (“THE PROJECT”)

WHEREAS, Sullivan County has recognized the opportunity to raise revenue for the SCIA through the construction and leasing of a corporate bulk hangar for the storage of large jet aircraft associated with the Business Aviation community; and

WHEREAS, Sullivan County has applied for a grant to fund the construction of a Corporate Bulk Hangar at SCIA under the Aviation Capital Grant Program through the NYSDOT; and

WHEREAS, the County has received correspondence from the NYSDOT that a Grant Offer will be extended in the amount of \$990,000.00 for the design, construction and construction inspection of a corporate bulk hangar at SCIA; and

WHEREAS, the grant is issued at 90% State participation and 10% County participation; and

WHEREAS, the breakdown of the costs are \$891,000.00 State and \$99,000.00 County.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature approves the Construction of the Corporate Bulk Hangar and authorizes the County Manager to execute all necessary contracts in order to accept the grant and to sign the necessary agreements, contracts and documentation for construction of the hangar, said contracts to be 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 NYSDOT by attaching it to any necessary contracts 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 _____, 2015.

PUBLIC WORKS COMMITTEE
Monthly Report – February 10, 2015

ACCOMPLISHMENTS (January 15 – February 10, 2015)

BUILDINGS & GROUNDS

- Cut trees and removed brush on County Road 49
- Painted in the DA's, WIC and Public Health offices
- Completed various DOH compliance repairs at the Adult Care Center
- Replaced heat pumps in Shared Health
- Made HVAC repairs in the Government Center and Government Center Annex
- Repaired steel showers and cell doors at the Jail
- Repaired alarms, pumps and inspected tanks in Solid Waste
- Replaced the pedestrian bridge at the D&H Canal Tow Path
- Made repairs to Barryville Shop roof
- Took delivery and distributed new roll-off containers
- Relocated shop heaters at the Maplewood Facility

PARKS & RECREATION

D & H Canal Linear Park & Interpretive Center

- Continued planning 2015 Season
- Reviewed draft agreement from National Park Service regarding Roebling Aqueduct Model loan process
- Participated in Town of Mamakating D&H Canal Committee Meeting
- Attended DHTHC Quarterly meeting
- Prepared purchase requisitions and vouchers

Fort Delaware Museum of Colonial History

- Continued planning for 2015 Season
- Continued accepting Student Day reservations
- Designed, printed and sent Student Day flyers to schools and groups
- Received applications from returning staff
- Prepared purchaser requisitions for gift shop and demonstrations

Hurleyville Cultural Center

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

Lake Superior State Park

- Continued planning for 2015 Season
- Received applications from returning staff
- Continued to work with operations staff concerning work on site

General Parks

- Sent out several park/pavilion use applications to interested groups
- Participated in TrailKeeper meeting
- Participated in Trail Task Force meeting
- Met with local snowmobile group president concerning NYS Snowmobile Trail Maintenance Grant Program progress
- Attended Sullivan Renaissance Steering Committee 2015 kickoff meeting
- Continued to respond to hunting / ice fishing inquiries
- Continued to work with Triathlon planner about future event
- Continued to participate in SCIA grant meetings
- Provided guidance to buildings staff concerning various issues
- Assisted SASD with question concerning boiler BTU output

SHOP STAFF

- 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
- Completed all sander body installations
- Rebuilt transmission on Truck 153
- Brought all underground fuel tank inspections and reports up to date
- Completed two (2) full paint jobs on Sheriff's vehicles
- Continued to maintain and repair snow equipment as necessary

SIGN SHOP

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

AIRPORT

- Completed monthly Airport Rescue and Fire Fighting training (ARFF)
- Completed required monthly weather observations
- Continued 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: 112 (CAL) and the State Bridge over State Route 17/Future I86 on County Road 166A (MAM)
- Submitted As-Built drawings to NYSDOT for Bridge 250 (ROC)
- Provided additional review and comments to 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 and executed agreements with the utility companies required by NYSDOT
- Met with the Fallsburg property owner of SBL 39.-1-38, to assist NYSEG with an easement for utility pole relocation needs for the Bridge 45 (FAL) Replacement Project
 - Completed submittals to NYSDEC to obtain an Authorization for Construction under our General Permit for the Bridge 45 (FAL) Replacement Project
 - Completed coordination with the Army Corps of Engineers for notifications needed for the Bridge 45 (FAL) Project
 - Continued contract management and administration work for the Bridge 359 (ROC) construction & 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 Bridge 192c (NEV) projects
 - Continued coordination, inspection and testing of concrete for the Communications Tower projects
 - Completed concrete testing for the Wurtsboro communication tower equipment shelter foundation
 - Continued the monitoring program for Bridge 22 (CAL) to check for additional settlement of the abutment impacted by the July flood
 - Executed an agreement for engineering design services for the rehabilitation work needed for Bridge 369 (ROC) and continued project administration and management work
 - Completed the final review of construction plans for the Bridge 461 (MAM) replacement project and submitted the plans to DPW Operations for implementation during the 2015 construction season
 - Procured asbestos testing results from NYSDOT for County's bridges and used the findings for the Bridge Painting Project
 - Started the final review of bid documents for the 2015 Bridge Painting Project
 - Continued preliminary engineering and planning work for the replacement of Bridges 252 (BET) and 379 (LIB)
 - Implemented internal project planning and scheduling for Bridges: 128 (BET) and 36 (MAM) to guide implementation of design work in 2015
 - Provided a review of the Part 2 ADP document prepared by NYSDOT's Bridge 304 (ROC) Rehabilitation Project consultant and responded to NYSDOT's request for comments
 - Completed the preparation of the 4th Quarter Performance Report
 - Completed the preparation of a summary of the 2014 Accomplishments along with a listing of Goals for 2015
 - Completed paint coating thickness testing for newly procured Landfill Waste containers
 - Started the preparation of an agreement for inspection services for the Bridge 45 (FAL) Replacement Project

BUILDINGS

- Completed foster care home inspections and reports as requested by the Department of Family Services
- Department of State (DOS) mandated 2014 Building Inspections Triennial Summary Chart updates
- Prepared and submitted online the mandated "Uniform Code Administration and Enforcement Report" to the Department of State (DOS) prior to the January 31, 2014 deadline
- New York Power Authority (NYPA) Feasibility Study meeting with PRES Energy
- New York State Department of Environmental Conservation (NYSDEC) Petroleum Bulk Storage (PBS) inspection at the Sullivan County International Airport, Maplewood DPW Facility and Barryville DPW facility review of NYSDEC reports
- Ongoing mandated Federal Communications Commission (FCC) radio license renewal forms, slow growth forms and tower completion forms online
- Prepared the Annual Water Quality Report for 2014 (AWQR2014) for the Sullivan County Human Service Complex as mandated by 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 & approval
- Completed weekly water testing at the Human Service Complex water chlorination system and documented
- 2015 Water Testing Schedule Chart for all Sullivan County facilities
- 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) - Payment Request No. 4 processed and received ; FEMA 4020 - reviewed HUD requirements for previously received 25% State match
- Began a more detailed assessment of embankment and road repair needs for County infrastructure related to the July 2014 flood event primarily in the towns of Delaware and Callicoon - attended a special legislative meeting on funding allocations to the affected municipalities
- Continued to progress the County Road 173 (THO) reconstruction project and the Sullivan County Community College (FAL) infrastructure upgrade project (submitted final closeout documentation to DOT - certificates of construction acceptance and construction inspection along with financial summary and final (No. 4) County reimbursement request)
- Coordinated with the developers design consultant (AKRF) and the County's design review consultant (MJI) on construction scheduling and bidding status for the County

Road 173 / Exit 106 (THO) roundabout project related to the proposed EPT Concord development

- Continued to close-out the 2014 contract paving and striping of 25.5 miles of county road - requested required sub-contractor payment affidavits and maintenance bond from contractor before authorizing retainage release
- 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
- Completed the annual Road Surface Management System (RSMS) pavement assessment field survey of the entire 385 mile county road network - input field survey data - prepared entire length reports by repair category - updated annual mileage deficiency percentages - installed new Cornell Local Roads software version for future use
- Began preparation of a preliminary 2015 contract paving program list - identified potential road candidates and prepared listings based on RSMS categories and rankings
- 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 58 (FAL) - change of use and access request; County Road 62 (MAM) - researched prior ownership deeds and right-of-way mapping; County Road 82 (ROC) - School Bus Stop Ahead sign request and sight distance measurement; County Road 104 (FAL) - CFD drainage study and watershed analysis - met with engineer; County Road 104 (FAL) - wastewater treatment plant upgrades EAF; County Road 128 (DEL) - Dollar General site plan, drainage and access and; County Road 172 (MAM) - old gas station use variance and access (requested site plan)
- Prepared the 2014 Annual Resurfacing report and map detailing the total miles treated and the total quantity of materials used by the different maintenance techniques
- Prepared the 2014 Centerline Miles by Jurisdiction report and the 2014 accomplishments and the 2015 goals annual report
- Completed the fourth quarter reporting for the highway unit and the sign shop
- Continued to setup and configure new versions of Bentley Inroads cadd products and work stations for use

LAND & CLAIMS

- Accidents – Truck 164
- Claims – Enker (TUS) – CR 24
- Incidents – CR 149 damages – received payment
- Complaints – CR 174 logging, CR 142 logging
- Continued correspondence – CR 62 project, CB 45
- Follow-up – CB 45
- Radio Towers – Lumberland – field meeting, draft agreement, MAM utility easement, MAM TRP completed
- FOIL – CR 62 permits – water/sewer
- Misc. – Accident data – CR 61

PERMITS

TYPE	NUM	YEAR	NAME	CR
O	1541	2014	Dunlavy Exp LLC	171, 172, 56
O	1542	2015	Sullivan County Transport LLC	175, 71, 15, 142
O	1543	2015	Mercer Transportation	13, 12, 11
O	1544	2015	Sullivan County Transport LLC	176, 178, 179, 124, 92, 96
O	1545	2015	Kingdom Support	56, 161, 166a, 172, 173
U	1689	2014	NYSEG	95
U	1690	2014	NYSEG	174

Subdivision/development review/correspondence: New Pines (FAL) – Town highway, CR 172 Peter's (MAM), CR 58 Cicio (FAL), CR 128 Dollar General (DEL), CR 104 CFD Dance Studio Inspections: CR 62 (SYDA), CR 75 (CRMC)

PROJECTIONS (February 10– March 12, 2015)

BUILDINGS & GROUNDS

- Repair bio tank and replace overhead door at the Landfill
- New lift concrete work at the Maplewood Facility
- New generator duct work and exhaust at various Radio Tower sites
- Various office painting projects and carpet replacement for the Court System
- Continue roof repairs at Barryville
- Install fume extractors in Maplewood

PARKS & RECREATION

- Continue to address hunting/ice fishing inquiries at Lake Superior
- Continue issuing park / pavilion use applications and permits
- Continue to oversee Hurleyville Cultural Center
- Assess position availability and advertise for seasonal employment
- Continue to accept 2015 Student Day reservations for Fort Delaware
- Continue to plan Lake Superior 2015 season
- Continue to plan for 2015 programming at Fort Delaware & D&H Canal
- Continue to work with various departments concerning potential PPP
- Continue attending Town of Mamakating D&H Canal Committee Meetings
- Continue participating in Trail Task Force Meetings
- Continue participating in SCIA grant meetings and conversations
- Continue to assist buildings staff when needed

SHOP STAFF

- 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

- Install new engine in Truck 196
- Service and repair Mowers 269, 270 and Sweepers 240, 241 and 242
- Make and install new fenders for three (3) landscape trailers
- Rebuild swing cylinders on Backhoe 120
- Install fabricated body on Pick-up 63

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
- Solicit construction bids for the replacement of Bridge 45 (FAL), review bids and recommend award of the construction contract
- Continue to provide assistance to NYSEG for obtaining approvals from property owners to enable their obtaining easements for the relocation of utility poles along County Road 53 for the Bridge 45 (FAL) replacement project
- Complete the preparation of an agreement for inspection services needed 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 for the replacement of the Bridge 192C (NEV) bridge pier replacement project
- Continue preparation of requests for reimbursements for the HBRR and CHIPS projects
- Continue contract administration, management and inspection close out work for the Bridge 359 (ROC) project
- Start 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
- Continue administration and management work for the Bridge 369 (ROC) Rehabilitation

Project engineering services

- Provide follow-up work for the receipt of a donation of materials for Bridge 192c
- Complete the review of the Bridge Painting Project bid documents, solicit bids and recommend award of a construction contract
- Prepare an agreement for inspection services for the Bridge Painting Project
- Start planning and preliminary engineering work for the replacement of Bridge 36 (MAM)

BUILDINGS

- Foster care home inspections and reports for Department of Family Services
- Review of New York State Department of Environmental Conservation (NYSDEC) Petroleum Bulk Storage (PBS) inspection reports for the Sullivan County International Airport, Maplewood DPW Facility and Barryville DPW facility
- Department of State (DOS) mandated 2015 Building Inspections and Reports with Triennial Building Inspection Summary Chart updates
- 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 2015/2016 bridge and highway improvement programs
- Begin permitting process with DEC and ACOE for next phase of County Road 55 (FHWA) wall project
- Complete final close out of 2014 contract paving of 25.5 miles of county road
- Continue analysis and cost estimating necessary to develop 2015 road program candidates and treatment options
- Continue with final design coordination, right-of-way acquisition, administration and planning for the reconstruction of the County Road 173 project
- Continue with permitting and construction inspection preparations for the County Road 173 roundabout related to the EPT Concord development
- 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	3,052
December	3,312	3,259
TOTAL	57,629	52,522

(T) - Total New Monticello Transfer Station

ACCOMPLISHMENTS (January 15 – February 10, 2015)

- 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 and began preparation of annual reports for the Landfill and Transfer Stations
- Worked on the new caustic tank for Chemical Bulk Storage facility as required by NYSDEC

PROJECTIONS (February 10 – March 12, 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 compiling data for inclusion in multiple NYSDEC and EPA required reports
- Begin preparation of annual reports for closed Landfill and Transfer Stations

RECYCLING PROGRAM

ACCOMPLISHMENTS (January 15 – February 10, 2015)

- 2015 recycling program handout updates
- Out of County solid waste facility user application package developed
- Continued Electronic Scrap vendor coordination at recycling facilities
- Hudson Valley Regional Council Master Composter meeting with Cornell Cooperative Extension representative
- Thunder 102 NYS E-Scrap disposal ban interview with Mike Sakell
- Continued data collection & assembly of 2015 Annual Reports materials
- Water & leachate sampling invoices
- Rx Take Back collection event January 24, 2015
- IESI/Seneca Meadows annual sludge disposal application for LF Pre-Treatment Plant
- NYS Mandatory Electronic Scrap disposal ban implementation
- Christmas Tree collection program
- Ongoing Solid Waste Management Plan preparation
- Rx Task Force participation with Public Health Services
- Public Works Committee recycling update
- Reviewed recycling program vouchers
- Monthly DPW recycling program report
- Single Stream Recycling Program ongoing education/program promotion
- Continued marketing coordination with Treasurers Department and Office of General Services for marketing, sale and tracking of recyclables
- Sunning E-Scrap invoices reviewed for payment
- Water sampling & analysis at public works & solid waste facilities
- Continued biennial NYSDEC Local Solid Waste Management Plan Compliance Report Update

PROJECTIONS (February 10 – March 12, 2015)

- Present Compost PowerPoint to Public Works Committee for long range planning
- 2015 Household Hazardous Waste Collection Event Specifications
- Municipal Cleanup program coordination and planning for 2015 program
- Continue data collection & assembly of 2015 Annual Reports materials
- Continue Electronic Scrap vendor coordination at recycling facilities
- 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 Treasurers Department and Office of General Services for marketing, sale and tracking of recyclables
- Water sampling & analysis at public works & solid waste facilities