

PUBLIC WORKS COMMITTEE

December 10, 2015 – 11:00 AM

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

PRESENTATION:

DISCUSSIONS:

1. Winterton Road (CR 62) Sidewalks

RESOLUTIONS:

1. Resolution to authorize the County Manager to enter into an agreement with Hudson Transit Lines, Inc. for the provision of public transportation.
2. Resolution to authorize the County Manager to execute a supplemental agreement with NYSDOT to increase Federal and State funding for the County Bridge 45 replacement project.
3. Resolution to authorize the filing of a pre-application , which if approved will allow for submission of a full application, for a state grant in-aid for a Municipal Waste Reduction and Recycling Coordinator/Education project and signing of the associated State contract under the appropriate laws of New York State.
4. Resolution to authorize a modification agreement with eWorks ESI for the collection, removal and recycling of e-scrap.
5. Resolution to authorize award and execution of contract for the Sullivan County Hurleyville Cultural Center roof.

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: Enter into agreement with Hudson Transit

Date: December 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 enter into agreement with Hudson Transit Lines, Inc. for the provision of public transportation.

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: \$65,000.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A-5680-40-4021

*Pending Adoption of
the 2016 Budget*

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

Estimated Cost Breakdown by Source:

County	<u>\$65,000.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: _____

Janet M. Yezzer

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 [Hudson Transit Lines, Inc.] of
[_____]

Nature of Other Party to Contract: _____ Other: Transportation

Duration of Contract: From 01/01/2016 To 12/31/2016

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

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2015 To 12/31/2015

Amount authorized by prior contract(s): 65,000.00

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.]:

County does not have resources in-house to provide service.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$65,000

Efforts made to find Less Costly alternative:

No other mass transit service provider available in county.

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

N/A

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)
Previously quoted. As per forms / Not Applicable

Person(s) responsible for monitoring contract (Title): Edward McAndrew, P.E.

Pre-Legislative Approvals:

- A. Director of Purchasing: [Signature] Date 12/7/15
- B. Management and Budget: [Signature] Date 12/9/15
- C. Law Department: [Signature] Date 12-8-15
- D. County Manager: [Signature] Date 12/9/15
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO. _____ INTRODUCED BY PUBLIC WORKS COMMITTEE
TO AUTHORIZE THE COUNTY MANAGER TO ENTER INTO AN AGREEMENT
WITH HUDSON TRANSIT LINES, INC. FOR THE PROVISION OF PUBLIC
TRANSPORTATION**

WHEREAS, pursuant to Resolution No. 585-07 adopted by the Sullivan County Legislature on December 20, 2007 the County entered into an agreement with Hudson Transit Lines, Inc. for the provision of public transportation; and

WHEREAS, it is in the best interest of the County to continue having Hudson Transit Lines, Inc. continue to provide such services.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby authorize the County Manager to enter into an agreement with Hudson Transit Lines, Inc. for the provision of public transportation for the year 2016 at a cost not to exceed \$65,000; and

BE IT FURTHER RESOLVED, that the form of said contract will be approved by the Sullivan County Department of Law.

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

RESOLUTION NO. 585-07 INTRODUCED BY THE PLANNING, ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO ENTER INTO AN AGREEMENT WITH HUDSON TRANSIT LINES, INC. FOR THE PERIOD JANUARY 1, 2008 THROUGH DECEMBER 31, 2008

WHEREAS, pursuant to Resolution No. 293-07 adopted by the Sullivan County Legislature on June 21, 2007 the County entered into an agreement with Hudson Transit Lines, Inc. for the provision of public transportation; and

WHEREAS, the agreement was for a term commencing on January 1, 2007 and terminating on September 30, 2007; and

WHEREAS, the agreement was modified on September 27, 2007 by Resolution No. 430-07 extending the term from October 1, 2007 to December 31, 2007; and

WHEREAS, it is in the County's best interest to enter into an agreement for the term of January 1, 2008 to December 31, 2008.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby authorize the County Manager to enter into an agreement with Hudson Transit Lines, Inc. for the provision of public transportation for the term of January 1, 2008 to December 31, 2008; and

BE IT FURTHER RESOLVED, that the form of said contract will be approved by the Sullivan County Department of Law.

Moved by Mr. Rouis, seconded by Mrs. Binder, put to a vote, unanimously carried and declared duly adopted on motion December 20, 2007.

**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: Bridge 45 Replacement Project

Date: December 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.]

Authorize the County Manager to execute a supplemental agreement with NYSDOT to increase Federal and State project funding.

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: \$ 13,178.00

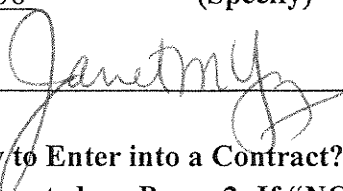
Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): D-5020-10-1011

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

Estimated Cost Breakdown by Source:

County	\$ <u>2,611.00</u>	Grant(s)	\$ _____
State	\$ <u>25.00</u>	Other	\$ _____
Federal Government	\$ <u>10,542.00</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. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [New York State Department] of [Transportation, 50 Wolf Rd Albany, NY 12232]

Nature of Other Party to Contract: .

Other: NY State Government

Duration of Contract: From 06/12/2003 To 12/31/2017

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:

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

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

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

This contract provides additional Federal and State funding to reduce the cost of the project to the County.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$13,178.00

Efforts made to find Less Costly alternative:

The least costly method for managing the project is using DPW labor where this contract provides 80% reimbursement for the County's labor effort.

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

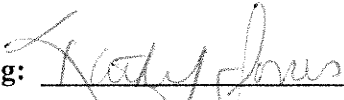
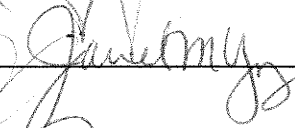
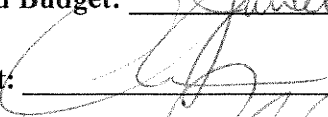
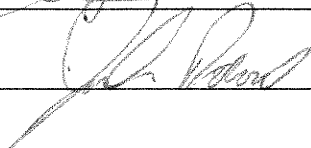
This contract increases the sharing of costs with the Federal and State Governments.

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

Not applicable - *RF*

Person(s) responsible for monitoring contract (Title): Robert Trotta, P.E., Bridge Engr.

Pre-Legislative Approvals:

- A. Director of Purchasing:  Date 12/7/15
- B. Management and Budget:  Date 12/9/15
- C. Law Department:  Date 10/8/15
- D. County Manager:  Date 12/9/15
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO. INTRODUCED BY PUBLIC WORKS COMMITTEE TO
AUTHORIZE SUPPLEMENTAL AGREEMENT NO. 10 TO MUNICIPAL CONTRACT
D017888.**

WHEREAS, a Project for the replacement of the County Road 53 Bridge over the Neversink River, BIN 3355530, Town of Fallsburg, Sullivan County, P.I.N. 9752.57 (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 at the ratio of 80% Federal and 20% non-Federal; and

WHEREAS, Sullivan County has previously executed a Master Federal Aid and Marchiselli Aid Project Agreement D017888, Supplemental Agreements 1 to 9; and

WHEREAS; Sullivan County desires to advance the Project by making a commitment of 100% of the Federal and non-Federal share of the Preliminary Engineering/Design, Right-of-Way Incidentals and Right-of-Way Acquisition and 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 the Preliminary Engineering/Design, work or portions thereof; and

BE IT FURTHER RESOLVED, that the sum of \$ 13,178 is hereby appropriated in budget item D 5020-10-1011 and made available to cover the increase of participation in the project; and

BE IT FURTHER RESOLVED, that in the event the costs exceeds the amount appropriated above, the Sullivan County Legislature shall timely convene 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, Supplemental Agreements, certifications or reimbursement requests for Federal-Aid and/or Marchiselli Aid on behalf of the County in such forms as approved by the County Attorney, to advance, approve, and administer the Project; and

BE IT FURTHER RESOLVED, this resolution shall take effect immediately and shall be filed with the NYS Commissioner of Transportation.

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:

Date: December 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 filing of a pre-application for submission of a full application for a State Grant in-aid for a Municipal Waste Reduction and Recycling Coordinator/Education project and signing of the associated state contract under the appropriate laws of New York State.

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 [NYSDEC] of
[_____]

Nature of Other Party to Contract: _____ Other: _____

Duration of Contract: From 01/01/2014 To 12/31/2016

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

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2011 To 12/31/2013

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:

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.]:

County receives grant funding from NYSDEC in the amount of 50% of the cost of the Recycling Coordinator position in the Division of Public Works.

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

Efforts made to find Less Costly alternative:

N/A

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

N/A

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

Not Applicable

Person(s) responsible for monitoring contract (Title): _____

Pre-Legislative Approvals:

A. Director of Purchasing: _____ Date _____

B. Management and Budget: Jammy Date 12/9/15

C. Law Department: _____ Date 12 8 15

D. County Manager: John Brown Date 12/9/15

E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO. INTRODUCED BY PUBLIC WORKS COMMITTEE TO
AUTHORIZING THE FILING OF A PRE- APPLICATION, WHICH IF APPROVED
WILL ALLOW FOR SUBMISSION OF A FULL APPLICATION, FOR A STATE
GRANT IN-AID FOR A MUNICIPAL WASTE REDUCTION AND RECYCLING
COORDINATION / EDUCATION PROJECT 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 municipal waste reduction and municipal recycling projects; and

WHEREAS, the NYS Department of Environmental Conservations' Municipal Waste Reduction and Recycling Coordination / Education Program, under the Recycling Coordinator project category, provides for a fifty (50%) percent reimbursement on eligible project costs for planning, educational and promotional activities to increase public awareness of and participation in recycling and waste reduction, wherein a municipality may request reimbursement of eligible expenses; 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

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 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 its portion of the cost of said Municipal Waste Reduction and/or Recycling Project.
4. That five (5) 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 one complete application.

5. That this resolution shall take effect immediately.

BE IT FURTHER RESOLVED, that should the NYS Department of Environmental Conservations' Municipal Waste Reduction and Recycling Coordination / Education 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 _____,
and adopted on motion _____, 2015.

Grant Concept Approval Form

The Division of Management and Budget must acknowledge ALL grants in concept prior to an application submission. This form must be submitted directly to the Department of Grants Administration within OMB. This form must be submitted upon the Notification of Funding Availability (NOFA)

Date Form is submitted: November 2, 2015 Grant Deadline: N/A

Type of Grant Submission: Hard Copy e-File Grants.gov Other: _____

CFDA # N/A (if applicable) American Recovery & Reinvestment Act (ARRA) Funding Yes No

DUNS # 08 407 4228

Contact Person/Title and Department Name: William Cutler, II - Recycling Coordinator / SC Div. Solid Waste

Grant Title and Granting agency/Organization: Municipal Waste Reduction and Recycling Coordination & Education Program / NYSDEC
/EPF - Recycling Coordinator Reimbursement (Project Category)

Amount Requested: 50% of Recyc. Coord. costs Term of the Grant: start 1/1/2014 end 12/31/2016

How will this grant benefit the Division/Department?

Funds will be used to reimburse costs incurred for Recycling Coordinator position within SC Div. of Solid Waste Mgmt. specific to salary and fringe benefits. Reimbursement will be requested for the costs incurred during the time period of 1/1/14 - 12/31/16.

Matching Funds:

1. Will a CASH Match be required for the grant? Yes No If yes, specify amount and how the match will be met.

2. Explain other match requirements and County obligations of the grant (staff time, space, technology, equipment, etc.)
County is expected to absorb 50% of total project costs - NYS reimburses the other 50% to County.

3. Does the grant involve the acquisition of technology? (software, hardware, etc.) Yes No

Personnel:

4. Does this grant create new county government positions? Yes No

If Yes, justify the hiring of a new staff vs. sub-contracting a service or explain if existing staff can be utilized: N/A

County Obligations:

5. Is the county required to initially use county funds in order to be reimbursed by the grant? Yes No
If Yes, please explain the timeframe for advance funding and reimbursement:

NYS contract timeframe. County must incur all expenses and subsequently request reimbursement under contract.

6. What is the plan for after the grant expires?

A. The program/project will be discontinued and all grant funded positions terminated? Yes No

B. If no, please describe alternatives: Normally a continuous source of funds. If change, other funding sources will be explored in order to sustain the Recycling Coordinator position within the County.

7. Will there be any ongoing impact on county budgets after the grant expires? Yes No If yes, please describe:
Recycling Coordinator position must be funded within County budget - critical to operations involving solid waste mgmt. / recycling.

8. What will happen with the equipment and/or assets purchased with grant funds after the grant expires? N/A

Owned by and available to the county County-owned and used by the department

Other: _____

Grant Assistance: (Requests are reviewed and will receive assistance, if available, in order of priority set by the County Manager)

9. What assistance will you need to submit this application?

None - review and approval only

Coordinate application (track progress and internal deadlines, obtain signatures, support letters, etc.)

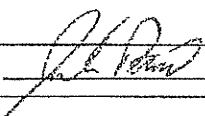
Facilitate collaboration between departments, towns, villages, agencies, organization, etc

Grant Review and Final Edit

Grant Packaging

Grant narrative, documentation and financial analysis

Approval: County Manager



Date: 11/2/15

Grant Concept Approval Form

The Division of Management and Budget must acknowledge ALL grants in concept prior to an application submission. This form must be submitted directly to the Department of Grants Administration within OMB. This form must be submitted upon the Notification of Funding Availability (NOFA)

Date Form is submitted: November 2, 2015 Grant Deadline: N/A

Type of Grant Submission: Hard Copy e-File Grants.gov Other: _____

CFDA # N/A (if applicable) American Recovery & Reinvestment Act (ARRA) Funding Yes No

DUNS # 08 407 4228

Contact Person/Title and Department Name: William Cutler, II – Recycling Coordinator / SC Div. Solid Waste

Grant Title and Granting agency/Organization: Municipal Waste Reduction and Recycling Coordination & Education Program / NYSDFC /EPF – Recycling Coordinator Reimbursement (Project Category).

Amount Requested: 50% of Recyc. Coord. costs Term of the Grant: start 1/1/2011 end 12/31/2013

How will this grant benefit the Division/Department?

Funds will be used to reimburse costs incurred for Recycling Coordinator position within SC Div. of Solid Waste Mgmt., specific to salary and fringe benefits. Reimbursement will be requested for the costs incurred during the time period of 1/1/2011 – 12/31/13.

Matching Funds:

1. Will a CASH Match be required for the grant? Yes No If yes, specify amount and how the match will be met.

2. Explain other match requirements and County obligations of the grant (staff time, space, technology, equipment, etc.)
County is expected to absorb 50% of total project costs – NYS reimburses the other 50% to County.

3. Does the grant involve the acquisition of technology? (software, hardware, etc.) Yes No

Personnel:

4. Does this grant create new county government positions? Yes No

If Yes, justify the hiring of a new staff vs. sub-contracting a service or explain if existing staff can be utilized: N/A

County Obligations:

5. Is the county required to initially use county funds in order to be reimbursed by the grant? Yes No

If Yes, please explain the timeframe for advance funding and reimbursement:

NYS contract timeframe. County must incur all expenses and subsequently request reimbursement under contract.

6. What is the plan for after the grant expires?

A. The program/project will be discontinued and all grant funded positions terminated? Yes No

B. If no, please describe alternatives: Normally a continuous source of funds. If change, other funding sources will be explored in order to sustain the Recycling Coordinator position within the County.

7. Will there be any ongoing impact on county budgets after the grant expires? Yes No If yes, please describe:
Recycling Coordinator position must be funded within County budget – critical to operations involving solid waste mgmt. / recycling.

8. What will happen with the equipment and/or assets purchased with grant funds after the grant expires? N/A

Owned by and available to the county County-owned and used by the department

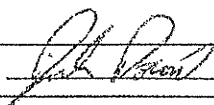
Other: _____

Grant Assistance: (Requests are reviewed and will receive assistance, if available, in order of priority set by the County Manager)

9. What assistance will you need to submit this application?

- None – review and approval only
- Coordinate application (track progress and internal deadlines, obtain signatures, support letters, etc.)
- Facilitate collaboration between departments, towns, villages, agencies, organization, etc
- Grant Review and Final Edit
- Grant Packaging
- Grant narrative, documentation and financial analysis

Approval: County Manager



Date: 11/2/15

**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:

Date: December 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.]

Resolution to authorize a modification agreement with eWorks ESI.

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: \$ 20,000.00

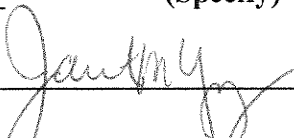
Are funds already budgeted? Yes No

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

If "No", specify proposed source of funds: CL-8160-47-4717

Estimated Cost Breakdown by Source:

County	\$ <u>20,000.00</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 [e Works ESI] of
[230 Hanse Ave., Freeport NY 11520]

Nature of Other Party to Contract: Other:

Duration of Contract: From 10/17/2015 To 06/30/2016

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 10/17/2014 To 10/16/2015

Amount authorized by prior contract(s): 15,000.00

Resolutions authorizing prior contracts (Resolution #s): 391-14

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.]:

County does not have resoures in-house.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$20,000.00

Efforts made to find Less Costly alternative:

Competitive Bid -

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

N/A

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

B-14-62 - Collection, Removal & Recycling of Electronic Scrap

Person(s) responsible for monitoring contract (Title): _____

Pre-Legislative Approvals:

A. Director of Purchasing: [Signature] Date 12/7/15

B. Management and Budget: [Signature] Date 12/9/15

C. Law Department: [Signature] Date 12-8-15

D. County Manager: [Signature] Date 12/9/15

E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO. _____ INTRODUCED BY PUBLIC WORK COMMITTEE
TO AUTHORIZE A MODIFICATION AGREEMENT WITH eWorks ESI FOR THE
COLLECTION, REMOVAL AND RECYCLING OF E-SCRAP**

WHEREAS, eWORKS ESI, 230 Hanse Avenue, Freeport, NY 11520 was awarded for the Collection, Removal and Recycling of E-Scrap (electronic devices, computers, televisions, laptops, fluorescent bulbs, lamps and batteries), B-14-62; and

WHEREAS, Resolution No. 391-14, adopted by the Sullivan County Legislature on October 16, 2014, authorized the contract dated October 17, 2014, and the contract needs to be amended to reflect a change in the contract price to provide the E-Scrap removal services.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a modification agreement with eWorks ESI, amending the existing contract to include a service fee, per date requested or scheduled by the County, not to exceed \$355.00 per each date of pick-up, and extending the contract period through June 30, 2016, said contract modification to be in such form as the County Attorney shall approve.

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

**RESOLUTION NO. 391-14 INTRODUCED BY GOVERNMENT SERVICES
COMMITTEE TO AUTHORIZE AWARD & EXECUTION OF AGREEMENT**

WHEREAS, bids were received for Collection, Removal and Recycling of E-Scrap (electronic devices, computers, televisions, laptops, fluorescent bulbs, lamps and batteries), and

WHEREAS, eWorks ESI, 230 Hanse Avenue, Freeport, NY 11520, is the most qualified bidder for these services, commencing on October 17, 2014 through October 16, 2015. Note, this agreement may be extended upon mutual agreement, yearly, for four (4) additional years, under the same terms and conditions, and

WHEREAS, the Sullivan County Division of Public Works has approved said bid and recommends that an agreement be executed, upon approval of all terms and conditions.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute an agreement with eWorks ESI, to be in accordance with the per unit price, as per B-14-62, said contract to be in such form as the County Attorney shall approve.

Moved by Mr. Rouis, seconded by Mr. Sorensen, put to a vote unanimously carried and declared duly adopted on motion October 16, 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: Reroofing of Hurleyville Cultural Center

Date: December 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.]

Authorize award & execution of agreement with Wheat & Sons General Contracting, Inc. for the re-roofing project at the Hurleyville Cultural Center.

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: \$ 179,400.00

Are funds already budgeted? Yes No

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

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

Estimated Cost Breakdown by Source:

County	\$ <u>179,400.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: Janet Myg

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

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

Request for Authority to Enter into Contract with Wheat & Sons General Contract of
301 Dingle Daisy Road, Monticello, NY 12701

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:

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.]:

County does not have in-house staff to complete this project.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$179,400.00(plus any required repair costs, pricing per bid)

Efforts made to find Less Costly alternative:

Competitive Bid

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

N/A

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)
Competitive Bid No. B-15-56

Person(s) responsible for monitoring contract (Title): Edward McAndrew, P.E., Comp

Pre-Legislative Approvals:

- A. Director of Purchasing: Kathy Jones Date 12/7/15
- B. Management and Budget: Jamie Myg Date 12/9/15
- C. Law Department: [Signature] Date 12-8-15
- D. County Manager: [Signature] Date 12/9/15
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO _____ INTRODUCED BY PUBLIC WORKS COMMITTEE
TO AUTHORIZE AWARD AND EXECUTION OF CONTRACT FOR THE SULLIVAN
COUNTY HURLEYVILLE CULTURAL CENTER ROOF**

WHEREAS, bids were received for Re-Roofing of the Shingled Roofs at the Sullivan County Hurleyville Cultural Center, and

WHEREAS, Wheat and Sons General Contracting, Incorporated, is the lowest responsible bidder for this project, and

WHEREAS, the Sullivan County Division of Public Works has approved said bid and recommends that a contract be executed.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is authorized to execute a contract with Wheat and Sons General Contracting, Incorporated, in accordance with Bid No. B-15-56, for an initial cost not to exceed \$179,400.00, with additional costs, including labor and materials, if needed, as follows:

1. Wood Sheathing Replacement = \$1.40/square foot
2. Wood Soffit Bd. Replacement = \$10.00/square foot
3. Wood Outrigger Replacement = \$11.00/lineal foot
4. Wood Rafter Replacement = \$9.00/lineal foot

and shall be in such form as the County Attorney shall approve.

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

PUBLIC WORKS COMMITTEE
Monthly Report – December 10, 2015

ACCOMPLISHMENTS (November 12 – December 10, 2015)

BUILDINGS & GROUNDS

- Bridge #145 – flag repairs
- Bridge #379 – prepare detour for the 2016 construction season
- Bridge #367 – asphalt repairs
- Bridge #77 – dam work
- Rebuilt water tower road at the Human Services complex
- Replaced concrete at the Emergency Operations Center
- Repaired the fence at the Highland Transfer Station

PARKS & RECREATION

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

Fort Delaware

- Continue booking reservations for Student Days
- Begin work on Volunteer program
- Began programming for 2016 season

Lake Superior

- Continued responding to hunting inquiries
- Reviewed submittals and advised Office of General Services on roll up door bid award
- Conduct site verification visit with roll up door vendor

Sullivan County Museum

- Responded to building issues
- Reviewed facility use requests
- Completed time cards
- Worked with buildings dept. on roof specification and submittal review

General Parks

- Attended History Forum at SCCC on November 14
- Completed writing final 2015 purchase requisitions
- Continued follow up work to close out remaining open Purchase Orders
- Participated in Sullivan Renaissance Grant Review Process
- Participated in Sullivan County Trail Committee Meeting
- Discussed Snowmobile Trail Maintenance Grant with Local Club Representative
- Began work on upcoming parks master plan project

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 and repainted body damage on vehicles
- Completed estimates on damaged vehicles
- Prepared new trucks for service
- Prepared new vehicles for Public Health

SIGN SHOP

- Fabricated signs for Division of Public Works and Towns
- Repaired signs on county roads and bridges
- Fabricated and installed detour signs for County bridges
- Equipment maintenance on striper and stops & bars sprayer
- Continued to stripe and paint stops & bars

AIRPORT

- Completed monthly Airport Rescue and Fire Fighting training (ARFF)
- Completed required monthly weather observations
- Continued Project Management Airport Drainage Improvements Project; and the Terminal Access Roadway and Traffic Circle Rehabilitation Project
- Preparation for Snow Removal Operations
- Coordinated the details for the 2015 Safety and Certification Inspection by the Federal Aviation Administration

BRIDGES

- Addressed NYSDOT bridge flags for Bridges 34, 425 (FAL), 244 (FRE), 228, 436 (LIB), 183 (MAM), 361 (NEV) and 282 (ROC)
- Continued administration and management work for construction and inspection contracts and quality control and assurance inspections for the Bridge 45 (FAL) Replacement Project work
- Coordinated with NYSDOT to obtain additional funding for the engineering and design work and obtained a Supplemental Agreement from NYSDOT and prepared a Modification Agreement between the County and Barton & Loguidice for additional services for the Bridge 45 engineering and design work
- Continued the Bridge 22 (CAL) monitoring program to check for additional settlement of the abutment impacted by the July 2014 flood and started preliminary engineering for the replacement
- Continued monitoring of the Bridge 98 (BET) seat beams
- Continued administration and management work, processed invoices and started the preparation of a Supplemental Agreement for the Bridge 369 project for the replacement of the bridge
- Continued project management of construction and consultant inspection contract services for the 2015 Bridge Painting Project
- Completed engineering assistance and inspection work for the Bridge 128 (BET)

Replacement Project

- Completed plans for the conversion of Bridge 425 (FAL) from two lane service to one lane service in response to a Red Flag issued by NYSDOT and determined repair work needed for steel beams and completed inspection of repairs
- Continued the preparation of construction plans and the design of reinforcing steel and geometrics for the Bridge 36 (MAM) project abutment, stem and wing walls
- Completed inspection of concrete being used for the Delaware Radio Tower facility and obtained and tested concrete samples
- Completed the updating of material and supply lists for the Secondary County Receiving Facility and submitted information to the Local Emergency Planning Committee
- Completed the annual inspection of bridges
- Started the updating of the Bridge Inspection Report section of the Bridge Encyclopedia
- Started preparation work for a Toaspen Dam (HIG) table top disaster drill
- Started preliminary engineering and planning work for the replacement of Bridge 259 (MAM)
- Completed an annual inspection of the Sullivan County Transfer Station tipping floor and recommend maintenance needs
- Prepared materials for the reimbursement of CHIPS funded projects and submitted a reimbursement request to NYSDOT

BUILDINGS

- Completed foster care home inspections and reports as requested by the Department of Family Services (DFS)
- Continued with Department of State (DOS) mandated 2015 Building Inspections and Reports along with Annual/Triennial Building Inspection Summary Chart
- New York Power Authority (NYPA) Energy Audit coordination with Pres Energy Technicians for HVAC and Electrical project 30% design at the Government Center
- Sullivan County New Jail project plan code review with LaBella Associates
- Hurleyville Cultural Center Shingled Roof Replacement rebid and award letter to OGS
- Lake Superior shutter door and coil door vendor specifications review and award letter to OGS
- Sullivan County Courthouse Roof Repair & Elastomeric Membrane award letter to OGS
- Emergency Services Training Facility Parking Lot Lighting project coordinator and field meeting
- Human Service Complex Record Retention building addition material list
- SCIA Petroleum Bulk Storage calibration chart research
- Federal Communications Commission (FCC) continued coordination for new towers and new radio license coordination with Alex
- Prior coordination notification review for FCC licensing
- 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)
- Prepared and submitted the Human Service Complex & Airport mandated quarterly treated water bacteriological reports and letters to the NYSDOH

- Completed weekly water testing at the Human Service Complex water chlorination system with documentation
- Water lab invoice & voucher review & approval
- Submitted mandated Hazardous Waste Manifest Forms to NYSDEC and Environmental Protection Agency (EPA)
- Attended New York State Department of State mandated building code training and Water Chlorination Distribution System Operator training
- Provided technical support for County facility operations and maintenance

HIGHWAYS

- Provided ROW information to the public
- Submitted final reimbursement request to NYSDOT for work on recovery from the flood event of August, 2011 (Hurricane Irene); County Road 55 (FHWA) embankment stabilization project (MAM) – coordinated final inspection with DOT personnel
- Reviewed funding received from NYS (GOSR) for the 10% remaining share related to FEMA 4085 (Hurricane Sandy) – one PW share still outstanding
- Continued to advance the County Road 173 (THO) reconstruction project (ongoing right-of-way acquisition process)
- Continued to coordinate with the County’s construction inspection consultant (MJI) on design changes and requests for information (RFI’s) for the County Road 173 / Exit 106 (THO) roundabout project related to the proposed EPT Concord development (MJI participating in weekly construction meetings on County’s behalf and providing onsite inspection services)
- Continued to close-out the 2015 contract paving and striping of approximately 30 miles of county road – approved final invoicing – requested necessary bonding and sub-contractor payment documentation for retainage release
- Commenced the annual Road Surface Management System (RSMS) pavement assessment field survey of the entire 385 mile county road network
- Completed the mark-out and measurement of partial-depth repair sections on potential road candidates for the 2016 contract paving program (approximately 30 miles)
- Completed a topographic field survey and prepared a Cadd basemap of an embankment failure on County Road 127 (CAL)
- Completed a survey of existing drainage conditions at a road crosser on County Road 164 – designed and laid out new road and driveway culverts
- Completed a topographic and planimetric survey of County Bridge 259 (MAM)
- Completed Cadd basemapping of County Bridge 98 (BET)
- 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)
- 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 24 (TUS) – proposed access; County Road 31 (LUM) – right-of-way research related to illegal access; County Road 32 (HIG) - speed zone request processed and submitted to NYSDOT; County Road 93 (FRE) – Crystal Lake Forest subdivision;

- County Road 174 (THO) – proposed access adjacent to DOT ramp and; County Road 174 (THO) – relationship of proposed sewer line crossing from jail to County Bridge 33 1
- Prepared 2015-2016 Cadd snow and ice maps – updated snow book route mileages
- Completed annual MS4 illicit discharge inspections of County Roads 64 and 65 (MAM)
- Compiled necessary cost backup for highway unit and submitted for the next quarterly CHIP’s reimbursement request to NYSDOT

LAND & CLAIMS

- Accidents – Truck 56, Truck 30, Alli slip & fall
- Claims – Waldman (BET), Murray (LIB)
- Incidents – CR 117 guide rail – follow up
- Complaints – CR 103 driveway, CR 56 electric wire follow-up
- Continued correspondence – CR 173 Broadway, CR 62, CR 31
- Research property & releases – CR 25
- Radio Towers – none
- FOIL – none
- ROW – CR 15, CR 93

PERMITS

TYPE	NUM	YEAR	NAME	CR
M	3085	2015	Katherine Marshall	81
M	3086	2015	Eldred Preserve	12
O	1588	2015	Amhof Trucking Inc	11, 12, 13

Subdivision/development review/correspondence: CR 93 Crystal lake (FRE), CR 174 sight distance, CR 133 Renaissance project, CR 25 ROW – correspondence, CR 113 steps/stonewall
 Outstanding bonds – inspection – forfeit
 Inspections – CR 173 D-permit, CR 12 damages

PROJECTIONS (December 10, 2015 – January, 2016)

BUILDINGS & GROUNDS

- Construct Record Retention building addition at the Human Services complex
- Replace the salt shed roof at the Landfill
- Replace windows in the café area at the Sullivan County International Airport
- Masonry step repairs at the Jail
- Repair the conveyor at the Landfill MRF

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
- Meet with local club representative about snowmobile grant
- Attend monthly Town of Mamakating D&H Canal Committee meeting

- Write and send letters to potential returning seasonal employees
- Continue planning 2016 programming at Fort Delaware and D&H Canal Interpretive Center
- Continue to accept 2016 Student Day reservations for Fort Delaware
- Continue working on new exhibit for Fort Delaware
- Continue working on parks master plan project
- Begin work on feasibility study for D&H project
- Complete annual accomplishment and goals report

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 and refinish body damage on vehicles
- Sandblast and refinish equipment
- Prepare new County vehicles for service

SIGN SHOP

- Fabricate signs
- Sign installation and repair
- Continue sign inventory data entry for 2014
- Begin 2015 sign inventory
- Clean and winterize striper and sprayers
- Brush signs on County roads

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; Drainage Improvements Project and the Construction of the Terminal Access Roadway and Traffic Circle Project

BRIDGES

- Provide follow up work with respect to NYSDOT flags
- Continue project management and administration and quality assurance inspections for the Bridge 45 Replacement Project (FAL) construction and inspection contracts
- Continue concrete material inspections and testing for the Radio Tower foundation work if needed
- Continue administration and management and prepare a supplemental agreement for the Bridge 369 (ROC) Project engineering services
- Complete design computations for the design of reinforcing steel and prepare plans and specifications for the Bridge 36 (MAM) abutments, stem wall and wing walls
- Complete documents needed for the annual re-certification of the Toaspern Dam (HIG)

- and submit certification documents to NYSDEC
- Complete the annual review of the Toasperm Dam Emergency Action Plan and distribute changes to the action team
- Participate in a Table Top Exercise for the planning of responsive actions needed for the event of a problem with Toasperm Dam (HIG)
- Complete the updating of the Annual Bridge Inspection section of the Bridge Encyclopedia
- Complete project management of construction and consultant inspection contract services for the 2015 Bridge Painting Project
- Continue preliminary engineering for replacement of Bridge 22 (CAL)
- Complete the review and preparation of construction drawings for the replacement of Bridge 379 (LIB)

BUILDINGS

- Foster care home inspections and reports for Department of Family Services
- Proceed with Department of State (DOS) mandated 2015 Building Inspections and Reports with Annual/Triennial Building Inspection Summary Chart
- Prepare and submit the online mandated "Uniform Code Administration and Enforcement Report" for the Department of State (DOS) prior to the January 31, 2014 deadline
- 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 the 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
- Continue with annual review of town highway inventories from NYSDOT for all fifteen towns
- Continue to assist with the emergency services tower surveys and layout
- Continue with the annual fall road condition assessment survey
- Continue with final design coordination, right-of-way acquisition, administration and planning for the reconstruction of the County Road 173 project
- Continue oversight of construction 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	2014 tonnage (T)	2015 tonnage (T)
January	2,884	2,368
February	2,366	2,212
March	3,130	3,075
April	4,133	3,908
May	4,560	4,274
June	5,192	5,757
July	8,252	9,188
August	7,349	8,486
September	4,391	4,755
October	3,954	4,045
November	3,052	
December	3,259	
TOTAL	52,522	

(T) - Total New Monticello Transfer Station

ACCOMPLISHMENTS (November 12 – December 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
- Continued preparation of annual reports for the Landfill
- Continued work with Cornerstone on SCSL permit renewal

PROJECTIONS (December 10, 2015 – January , 2016)

- Ongoing monitoring of Landfill Phase I
- 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
- Collect data for annual reports for closed Landfill
- Meet with NYSDEC for a Landfill compliance conference

RECYCLING PROGRAM

ACCOMPLISHMENTS (November 12 – December 10, 2015)

- Met with NYSDEC and Progressive Waste regarding contract compliance
- Electronic Scrap vendor coordination and collection contract revision
- Scrap Metal re-bid & vendor coordination
- Hudson Valley Regional Council Meeting and facilities tour of Delaware County Materials Management Center
- Rx Task Force meeting and needle exchange program discussion
- Sullivan West Science Club recycling, waste reduction & composting presentation
- Roscoe CS fluorescent lamp recycling information
- Solid waste hauler license renewal information & recycling requirements
- Regulatory inspection & compliance instructional handout
- Transfer station holiday closure notices
- Food waste compost program with Sullivan County Community College Sustainability Committee
- Public Works Committee recycling update
- Review 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
- Water sampling & analysis at public works & solid waste facilities
- Continued water & leachate sampling invoices/Pace Analytical Labs

PROJECTIONS (December 10, 2015 – January , 2016)

- Commercial/institutional generator hazardous materials disposal restrictions at transfer stations
- Begin E-Scrap vendor annual reports data collection
- Update materials management program handouts
- Develop Out-of-County User Permit application & decals
- Order Waste Works transaction tickets
- Attend Hudson Valley Regional Council meeting
- Continue Electronic Scrap vendor coordination at recycling facilities
- Solid waste hauler recycling compliance information for license updates
- Rx Task Force participation with Public Health Services
- Public Works Committee recycling update
- Review recycling program vouchers
- Year-end data gathering for report preparations
- 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
- Continue water & leachate sampling invoices/Pace Analytical Labs