

PUBLIC WORKS COMMITTEE

January 21, 2016 – 11:00 AM

Committee Members: Perrello (Chair), McCarthy (Vice Chair),
Rajsz, Owens, Samuelson, Alvarez, Sorensen

PRESENTATION:

1. LaBella Jail Project

DISCUSSIONS:

1. Renewal of contract with the Town of Rockland for the Rockland TS.

RESOLUTIONS:

1. Resolution to renew the contract with the Town of Rockland for operation of the Rockland Transfer Station.
2. Resolution to authorize award and execution of contract for Project Labor Agreement Impact Study for the new Sullivan County Jail facility.

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:

Date: January 21, 2016

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 renew the contract with the Town of Rockland for operation of the Rockland Transfer Station.

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: \$25.00 (\$1.00/year for 25 years)

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): CL8160-47-4701

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 [Town of Rockland] of
195 Main Street, PO Box 964, Livingston Manor, NY 12758

Nature of Other Party to Contract: **Other:** Municipality

Duration of Contract: From 01/01/2016 To 12/31/2041

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/1985 To 12/31/2015

Amount authorized by prior contract(s): 30.00 (\$1.00/year for 30 years)

Resolutions authorizing prior contracts (Resolution #s): 277-84

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.]:

Provides a service to Sullivan County residents.

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

Efforts made to find Less Costly alternative:

N/A

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

Cost sharing with the Town of Rockland

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

Not Applicable RJ

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

Pre-Legislative Approvals:

- A. Director of Purchasing: *[Signature]* Date 1/19/16
- B. Management and Budget: *[Signature]* Date 1/14/16
- C. Law Department: *[Signature]* Date 1/19/16
- D. County Manager: *[Signature]* Date 1/20/16
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO. INTRODUCED BY PUBLIC WORKS COMMITTEE TO
RENEW THE CONTRACT WITH THE TOWN OF ROCKLAND FOR OPERATION OF
THE ROCKLAND TRANSFER STATION**

WHEREAS, the County has been operating a solid waste transfer and recycling station on the lands owned by the Town of Rockland; and

WHEREAS, the County desires to continue to operate a regional solid waste transfer and recycling station; and

WHEREAS, the Town desires to continue to lease its solid waste transfer and recycling station to the County for the purpose of the County operating a regional solid waste transfer and recycling station.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be authorized to execute a lease renewal for a term of 25 years commencing on January 1, 2016 and ending December 31, 2041 at a cost not to exceed \$1.00 per year under terms and conditions acceptable to the County Manager, said lease to be in such form as the County Attorney shall approve.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2016.

**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: January 21, 2016

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 award and execution of contract with Hill International, Inc for a Project Labor Agreement Impact study.

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: \$ 55,600.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): H42 Jail Planning

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

Estimated Cost Breakdown by Source:

County	\$ <u>55,600.00</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 [Hill International Inc.] of [One Commerce Square, 2005 Market St., Philadelphia, PA 19103]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From 01/01/2016 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 _____ 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 resources in-house.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$55,600.00

Efforts made to find Less Costly alternative:

RFP process - R-15-42 PKf

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

N/A

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

RFP No. R-15-42 Kj

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

Pre-Legislative Approvals:

- A. Director of Purchasing: *[Signature]* Date 1/19/16
- B. Management and Budget: *[Signature]* Date 1/19/16
- C. Law Department: *[Signature]* Date 1/19/16
- D. County Manager: *[Signature]* Date 1/20/16
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO. INTRODUCED BY PUBLIC WORKS COMMITTEE TO
AUTHORIZE AWARD AND EXECUTION OF CONTRACT FOR PROJECT LABOR
AGREEMENT IMPACT STUDY OF THE NEW SULLIVAN COUNTY JAIL FACILITY**

WHEREAS, proposals were received for Project Labor Agreement Impact Study for engaging a consultant to prepare a comprehensive study detailing the impact, whether beneficial or diverse, on economic, labor cost and time variables associated with the use of a PLA in connection with the construction of the new Sullivan County Jail Facility; and

WHEREAS, the County intends to use the study to evaluate the costs of and benefits that may be derived from using the PLA in connection with the project; and

WHEREAS, the goals of the PLA include: maximizing employment and training opportunities for County residents; ensuring labor peace and harmony through open communication among all parties involved; reducing costs and delays in project completion due to labor disputes; ensuring that workers are paid fairly and provided safe and healthy working conditions; and creating a mechanism for managing an assortment of trades by standardizing decisions, leadership and dispute management; and

WHEREAS, if participation in a Project Labor Agreement for drafting and/or negotiating is required, services will be provided at no additional cost; and

WHEREAS, Hill International, Incorporated, One Commerce Square, 2005 Market Street, Philadelphia, Pennsylvania 19103, is the most qualified proposer for this project; and

WHEREAS, the Sullivan County Division of Public Works, Purchasing and County Manager, have approved said proposer and recommend that a contract be executed.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is authorized to execute a contract with Hill International, Incorporated, in accordance with RFP No. R-15-42, for a total cost not to exceed \$55,600.00, plus reimbursable costs not to exceed \$930.00, including negotiations, if required, and shall be in such form as the County Attorney shall approve; and

BE IT FURTHER RESOLVED, that the County Manager is hereby authorized to transfer these funds from the Assigned Fund Balance for Construction/Repair Buildings to the Capital Account H42 Jail Planning.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2016.

PUBLIC WORKS COMMITTEE
Monthly Report – January 21, 2016

ACCOMPLISHMENTS (December 10, 2015 – January 21, 2016)

BUILDINGS & GROUNDS

- Replaced the Landfill salt shed roof and the MRF conveyor shields
- Replaced the windows at the Sullivan County International Airport
- Department of Health compliance issues repairs at the Adult Care Center
- Completed electric work and started up generators at the Elk and Wurtsboro tower sites
- Winterized and secured foreclosure properties

PARKS & RECREATION

D & H Canal Linear Park & Interpretive Center

- Started planning for 2016 Season
- Continued correspondence with National Park Service regarding Roebling Aqueduct Model loan process

Fort Delaware Museum of Colonial History

- Started planning for 2016 Season
- Composed and mailed application packets to returning seasonal staff
- Continued accepting Student Day reservations
- Continued working with Fossil on new exhibit panel design and fabrication

Hurleyville Cultural Center

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

Lake Superior State Park

- Started planning for 2016 Season
- Composed and mailed application packets to returning seasonal staff
- Followed up on overhead door installation with operations staff and vendor
- Researched boat rental pricing structures in anticipation of increased fee proposal

General Parks

- Participated in County Trail Committee Meeting
- Participated in meeting with incoming Legislators
- Continued to research and prepare for Parks Master Plan RFQ
- Completed vacancy review paperwork for seasonal positions
- Composed and mailed letters and applications to returning seasonal staff
- Discussed upcoming timeline with local club for NYS Snowmobile Trail Maintenance Grant Program
- Continued to respond to hunting / ice fishing inquiries
- Responded to metal detecting inquiry

- Completed Accomplishment and Goals Report
- Began working on Annual Report
- Completed 4th Quarter Performance Measures

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 Sheriff's Department

SIGN SHOP

- Fabricated signs for Division of Public Works and Towns
- Repaired signs on county roads and bridges
- Equipment maintenance on striper and stops & bars sprayer
- Sign Shop inventory data entry for 2014-2015
- Brush signs on County Roads

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
- Prepared 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 98 (BET), 244 (FRE), 71 (MAM) and 361 (NEV)
- Continued administration and management work, quality control and assurance inspections for the Bridge 45 (FAL) Replacement Project's construction and inspection contracts
- Completed the procurement of additional funding for the Bridge 45 (FAL) engineering and design work from NYSDOT
- Completed and implemented a Modification Agreement between the County and Barton & Loguidice for additional Bridge 45 (FAL) 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
- Continued monitoring of the Bridge 98 (BET) seat beams
- Continued administration and management work for the Bridge 369 (ROC) project engineering services, processed invoices and a Supplemental Agreement to amend services

- Completed management of construction and consultant inspection contract services for the 2015 Bridge Painting Project
- Continued the preparation of construction plans for the Bridge 36 (MAM) replacement project
- Continued the design of reinforcing steel and geometrics for the Bridge 36 (MAM) project abutment, stem and wing walls
- Continued the updating of the Bridge Inspection Report section of the Bridge Encyclopedia
- Completed the implementation of a Table Top Emergency Planning Exercise for the Toaspern Dam (HIG)
- Continued preliminary engineering and planning work for the replacement of Bridge 259 (MAM)
- Continued preliminary engineering for replacement of Bridge 22 (CAL)
- Completed the Annual Updating of the Toaspern Dam (HIG) Emergency Action Plan and distributed the Plan to the Town of Highland and all emergency service providers
- Completed the Annual Safety Certification for the Toaspern Dam (HIG) and submitted compliance documents to NYSDEC's Dam Safety Section
- Provided follow-up for Radio Tower foundation inspections
- Inspected Bridge 71 (MAM) with respect to determining repairs needed to address a Red Flag issued by NYSDOT
- Started engineering work for the design of repairs needed for Bridge 71 (MAM)
- Inspected Bridge 279 (DEL) to determine repair work needed due to a motor vehicle accident
- Prepared a cost estimate for the repair work needed for Bridge 279 (DEL) and submitted it to DPW's Land & Claims Unit to coordinate reimbursement of damage costs
- Completed the preparation of a summary of 2015 accomplishments and prepared a list of goals for 2016

BUILDINGS

- Completed foster care home inspections and reports as requested by the Department of Family Services (DFS)
- Continue with Department of State (DOS) mandated 2015 Building Inspections and Reports along with Annual/Triennial Building Inspection Summary Chart
- Government Center New York Power Authority (NYPA) coordination with Pres Energy Technicians and 30% Design Report review of Energy Efficiency Project
- Sullivan County New Jail project code compliance plan review
- Adult Care Center roof replacement code review for Notice of Completion letter to ACC Administration & Engineering Certification forms for DOH submittal
- Department of Family Services plan for move to Department of Community Services
- Federal Communications Commission (FCC) continued coordination for new towers
- Prior Coordination Notification review for FCC licensing
- FCC mandated Five Year Rules & Regulations book requisition for 2016 to 2020
- 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)

- Completed weekly water testing at the Human Service Complex water chlorination system with documentation
- Water lab invoice and voucher review and approval
- 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
- Completed final site visit inspection with NYSDOT personnel for work on recovery from the flood event of August, 2011 (Hurricane Irene); County Road 55 (FHWA) embankment stabilization project (MAM)
- Continued to advance the County Road 173 (THO) reconstruction project (ongoing right-of-way acquisition process and drainage alternative route)
- Continued to coordinate with the County's construction inspection consultant (MJI) on design changes, requests for information (RFI's) and overwintering preparations 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)
- Closed out the 2015 contract paving and striping of approximately 30 miles of county road – approved final invoice – necessary bonding and sub-contractor payment documentation received for retainage release
- Completed the annual Road Surface Management System (RSMS) pavement assessment field survey of the entire 385 mile county road network
- Completed a Cadd basemap of County Bridge 259 (MAM) for 2016 design program
- Updated the annual monitoring survey data sheets for County Bridge 77 (HIG)
- Updated the Veterans Cemetery plot layout plan to create additional regular and cremation sections – coordinated with RPT and Veterans on parcel number revisions
- Completed 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) - revised all fifteen (15) official Town highway maps - prepared detailed mapping exhibits using GIS depicting measurement changes to the highway systems - submitted mileage change templates, revised red line inventories and final certifications of mileage to the Highway Data Services Bureau at NYSDOT - distributed the revised Town highway inventories and maps to all fifteen (15) Town Highway Superintendents and Clerks
- Revised and printed 2015/2016 snow and ice maps – updated snow book route mileages
- 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 48 (FOR) – resolved sign complaint related to sight distance obstruction; County Roads 125 (CAL) and 142 (LIB) – marked out sign locations for newly approved speed zones; County Road 152 (ROC) – new access and; County Road 173 (THO) – existing access and revised drainage

LAND & CLAIMS

- Accidents – none
- Claims – Falk (DEL)
- Incidents – CR 16 guide rail – NYSP, CB 278
- Complaints – CR 21 obstructions
- Continued correspondence – CR 173 Broadway, CR 31
- Research property & releases – CB 369
- Radio Towers – NYSEG - Delaware
- FOIL – none
- ROW – CR 21

PERMITS

TYPE	NUM	YEAR	NAME	CR
M	3087	2015	Peter Kaplan	152
M	3088	2015	Daniel Zelek	162
O	1589	2015	Amhof Trucking Inc.	11, 12, 13

Subdivision/development review/correspondence: CR 58 – Primax, CR 93 Crystal Lake (FRE), 133 Renaissance project, CR 25 ROW – correspondence
 Inspections: CR 12, CR 162, CR 172

PROJECTIONS (January 21 – February 11, 2016)**BUILDINGS & GROUNDS**

- Bridge # 71 – flag repairs
- Continue addition construction on the Records Retention building
- Insulate office space at the Monticello Transfer Station
- Repair roof and replace HVAC units at the Government Center Annex
- Repair masonry stair at the Jail

PARKS & RECREATION

- Continue to address hunting/ice fishing inquiries at Lake Superior
- Continue to oversee Hurleyville Cultural Center
- Receive returning seasonal employee applications
- Prepare advertising for available seasonal positions
- Continue to accept 2016 Student Day reservations for Fort Delaware
- Continue to plan Lake Superior 2016 season
- Continue to plan for 2016 programming at Fort Delaware & D&H Canal
- Begin to plan 2016 beautification efforts
- Advertise Parks Master Plan RFQ
- Complete Annual Report
- Attend D&H Transportation Heritage Council quarterly meeting
- Attend Town of Mamakating D&H Canal Committee monthly meeting

- Continue to participate in County Trails Committee work and meetings

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
- Repair striper and sprayers
- Brush signs on County roads
- Begin sign inventory for 2015-2016

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 work and quality assurance inspections for the Bridge 45 Replacement Project (FAL)
- Provide follow-up for material inspections and testing for the Radio Tower foundation work if needed
- Continue administration and management work for the Bridge 369 (ROC) Project engineering services
- Complete design computations for the design of reinforcing steel for the abutments, stem wall and wing walls and the preparation of plans and specifications for the replacement of Bridge 36 (MAM)
- Complete follow up work for the Toasperm Dam (HIG) Emergency Action Plan
- Complete the updating of the Annual Bridge Inspection section of the Bridge Encyclopedia
- Complete close out work 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)
- Complete the preparation of computations and engineering work for the repair of Bridge 71 (MAM)

BUILDINGS

- Foster care home inspections and reports for Department of Family Services
- Proceed with Department of State (DOS) mandated 2016 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, 2016 deadline
- Government Center New York Power Authority (NYPA) coordination with Pres Energy on Energy Efficiency Project
- Proceed with DFS plan moves to DCS
- Proceed with Sullivan County New Jail project code review
- 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
- Prepare end of year resurfacing and miles by jurisdiction reports
- Prepare road condition summary reports based on annual road surface assessment survey using RSMS
- Begin preparation of preliminary road repair candidate listings and estimates
- 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	3,403
December	3,259	
TOTAL	52,522	

(T) - Total New Monticello Transfer Station

ACCOMPLISHMENTS (December 10, 2015 – January 21, 2016)

- 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 (January 21 – February 11, 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 IESI to follow up on the NYSDEC Landfill compliance conference
- Provide information to the consultant for Title V renewal and reporting

RECYCLING PROGRAM

ACCOMPLISHMENTS (December 10, 2015 – January 21, 2016)

- Electronic Scrap vendor coordination for all transfer stations
- Christmas Tree recycling press release and instructions
- Northeast Recycling Council E-Scrap troubleshooting webinar
- Solid waste hauler license renewal information & recycling requirements
- Transfer station holiday closure notices
- NYSDEC Recycling Coordinator and HHW funding requests with Grants Administration Dept.
- Public Works Committee recycling update
- Review recycling program vouchers
- Monthly DPW recycling program report
- 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

PROJECTIONS (January 21 – February 11, 2016)

- Begin NYSDEC Electronic Scrap Annual Reports data collection for all facilities
- Webelos Scout Troop 717 Liberty - Recycling patch requirement
- Collect NYSDEC materials data for Annual Reports preparations
- Commercial/institutional generator hazardous materials disposal restrictions at transfer stations
- Update 2016 materials management program handouts
- Develop out-of-County User Permit application & decals
- Order Waste Works transaction tickets
- Update Materials Management PowerPoints
- Attend Hudson Valley Regional Council meeting
- Continue Electronic Scrap vendor coordination at recycling facilities
- 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
- Continue water & leachate sampling invoices/Pace Analytical Labs