

PUBLIC WORKS COMMITTEE

March 9, 2017 – 11:15 AM

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

PRESENTATION:

DISCUSSIONS:

1. Jail
2. Solid Waste Fee - Escrap

RESOLUTIONS:

1. Resolution to authorize the execution of agreements between the municipalities of Sullivan County and Orange County for the rehabilitation of jointly owned Bridge BIN 3344360.
2. Resolution to authorize a Modification of Agreement to contract with Wheat & Sons General Contracting, Inc. to allow partial payment.
3. To increase the number of members of the Airport Development Commission and to appoint a Pilot to the Commission.

REPORTS:

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: Bridge 360 Major Rehabilitation

Date: March 9, 2017

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 an agreement for the joint participation in a 95% federally funded BRIDGENY project for the major rehabilitation of Bridge 360/BIN3344360.

Is subject of Resolution mandated? Explain:

Yes. NYS Highway Law Section 237 mandates that border bridges be jointly maintained by municipalities.

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 60,000.00

Are funds already budgeted? Yes No

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

If "No", specify proposed source of funds: D5020 40-4006, D5110-46 40-4038

Estimated Cost Breakdown by Source:

County	\$ <u>60,000.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ <u>60,000.00</u>
Federal Government	\$ <u>2,280,000.00</u>	(Specify)	<u>Orange County</u>

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 [Orange County] of
[40 Matthews Street, Goshen NY 10924]

Nature of Other Party to Contract: Not-For-Profit Corporation **Other:** Orange County

Duration of Contract: From 04/01/2017 To 12/31/2018

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:

New York State Highway Law Section 237 mandates that border bridges be jointly maintained between municipalities.

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): \$60,000 for contract period.

Efforts made to find Less Costly alternative:

The project to rehabilitate BIN3344360/CB360 is being 95 % funded and the local share of costs are split between Orange and Sullivan Counties leaving Sullivan County only responsible for 2.5% of the project cost.

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

Yes, this project is being shared with Orange County, New York State and the Federal Government.

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)
Procurement procedures will be followed by the receipt of proposals and bids.

Person(s) responsible for monitoring contract (Title): Robert Trotta, Bridge Engineer

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Angin Seun Date 3/6/17
- B. Management and Budget: Janetmy Date 3/7/17
- C. Law Department: [Signature] Date 3/6/17
- D. County Manager: [Signature] Date 3/7/17
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO. INTRODUCED BY THE PUBLIC WORKS COMMITTEE
TO AUTHORIZE THE EXECUTION OF AGREEMENTS BETWEEN THE
MUNICIPALITIES OF SULLIVAN COUNTY AND ORANGE COUNTY FOR THE
REHABILITATION OF JOINTLY OWNED BRIDGE BIN 3344360.**

WHEREAS, there are five (5) border bridges that are existing between Sullivan County and Orange County; and

WHEREAS, Section 237 of the New York State Highway Law, mandates joint liability between adjacent Counties for the construction and maintenance of border bridges; and

WHEREAS, Resolution 376-01 authorized the County Manager to execute Intermunicipal Agreement(s) with Orange County for the construction, replacement, rehabilitation, and maintenance of border bridges; and

WHEREAS, the Orange County Department of Public Works has received BRIDGENY funding to rehabilitate BIN 3344360; and

WHEREAS, an Intermunicipal Agreement is required to better define responsibilities for funding and for expediting construction and administration work for the rehabilitation of the bridge; and

WHEREAS, the Division of Public Works recommends that an Intermunicipal Agreement be implemented;

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is authorized to execute an Intermunicipal Agreement with Orange County for the rehabilitation of border bridge BIN 3344360 and said agreement shall be in a form approved by the County Attorney.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2017.

**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: Modification of Agreement to Contract

Date: March 9, 2017

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 a Modification of Agreement to contract with Wheat & Sons General Contracting, Inc. to allow partial payment

Is subject of Resolution mandated? Explain:

N/A

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.)
B-16-37

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

Pre-Legislative Approvals:

- A. Director of Purchasing: Assistant Austin Seaw Date 3/6/17
- B. Management and Budget: Janet Myg Date 3/7/17
- C. Law Department: [Signature] Date 3/6/17
- D. County Manager: [Signature] Date 3/7/17
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO. INTRODUCED BY THE PUBLIC WORKS COMMITTEE
TO AUTHORIZE A MODIFICATION OF AGREEMENT TO CONTRACT WITH
WHEAT & SONS GENERAL CONTRACTING, INC. TO ALLOW PARTIAL
PAYMENT.**

WHEREAS, Resolution 363-16 authorized award and execution of a contract with Wheat & Sons General Contracting, Inc. for the Roof Repair and Elastomeric Membrane Installation on the Sullivan County Courthouse (B-16-37); and

WHEREAS, project work was suspended due to winter weather conditions and is intended to resume once temperatures allow; and

WHEREAS, Wheat & Sons General Contracting, Inc. seeks a partial payment for the completed work to date.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is authorized to execute a Modification of Agreement to this contract to allow a partial payment in an amount recommended by the Sullivan County Division of Public Works and said agreement shall be in a form approved by the County Attorney.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2017.

RESOLUTION NO. 363-16 INTRODUCED BY PUBLIC WORKS COMMITTEE TO AUTHORIZE AWARD & EXECUTION OF A CONTRACT FOR ROOF REPAIR AND ELASTOMERIC MEMBRANE INSTALLATION ON THE SULLIVAN COUNTY COURTHOUSE

WHEREAS, bids were received for Roof Repair and Elastomeric Membrane Installation for Sullivan County Courthouse; and

WHEREAS, Wheat and Sons General Contracting, Inc., 301 Dingle Daisy Road, Monticello, New York 12701, is the lowest responsible bidder; and

WHEREAS, the Sullivan County Division of Public Works has reviewed the proposal and recommends that an agreement be executed.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute an agreement with Wheat and Sons General Contracting, Inc., in accordance with Bid No. B-16-37, for a total amount not to exceed \$120,000.00, includes a GAF Fifteen (15) year Topcoat Diamond Pledge NDL Roof Warranty, said agreement to be in such form as the County Attorney shall approve.

Moved by Mrs. Ward, seconded by Mrs. Rajsz, put to a vote, unanimously carried and declared duly adopted on motion August 18, 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: To authorize the Legislature to appoint

Date: March 9, 2017

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 appoint a pilot to the Sullivan County Airport Development Commission.

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): _____

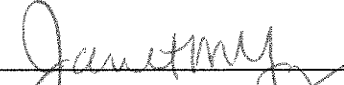
If "No", specify proposed source of funds: _____

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.)

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

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Aileen Lewis Date 3/6/17
- B. Management and Budget: Janet My Date 3/7/17
- C. Law Department: [Signature] Date 3/6/17
- D. County Manager: [Signature] Date 3/7/17
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO. INTRODUCED BY PUBLIC WORKS COMMITTEE TO
INCREASE THE NUMBER OF MEMBERS OF THE AIRPORT DEVELOPMENT
COMMISSION AND TO APPOINT A PILOT TO THE COMMISSION.**

WHEREAS; Resolution No. 50 adopted February 18, 1966, by the Sullivan County Board of Supervisors, created the Sullivan County Airport Commission; and

WHEREAS; the number of members of the Airport Commission was increased from five (5) to seven (7) in 1973, and then increased to nine (9) members by Resolution No. 247 of 1976; and

WHEREAS, Resolution No. 62 of 2000 abolished the Airport Commission and created the Sullivan County Airport Development Commission (SCADC) consisting of nine (9) members, two (2) of whom are pilots to be appointed by the Legislature; and

WHEREAS, Resolution No. 209 adopted May 21, 2015 the Airport Superintendent was added to the SCADC increasing the membership to ten (10); and

WHEREAS, the Legislature desires to increase the number of members from ten (10) to eleven (11) by adding an additional pilot.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby increases the number of member to eleven (11); and

BE IT FURTHER RESOLVED, the Legislature appoints the following pilot to the Sullivan County Airport Development Commission:

Gregory J. Goldstein

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

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2017.

PUBLIC WORKS COMMITTEE
Monthly Report – March 9, 2017

FEBRUARY 2017 MONTHLY REPORT

BUILDINGS & GROUNDS

- Renovated the Guards space in the County Court House
- Continued the Records Retention building addition
- Repaired cell doors at the Jail
- Replaced various Public Health interior doors
- Completed renovations in various offices at the Government Center

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
- Continued ongoing repairs of snow equipment to keep in service
- Began replacing the engine EGR cooler on Truck 174
- Repaired Sweeper 241, Truck 216, HFS Car 253, etc.
- Prepared new DPW and Sheriff vehicles for service

SIGN SHOP

- Fabricated signs for Division of Public Works and Towns
- Repaired signs on county roads and bridges
- Completed computer training on the new sign program
- Completed inventory and data entry for 2016
- Started inventory for 2017

AIRPORT

- Completed monthly Airport Rescue and Fire Fighting training (ARFF)
- Completed required monthly weather observations
- Continued coordination of the Terminal Access Roadway and Traffic Circle Rehabilitation Project
- Prepared and submitted potential projects to the FAA for funding

BRIDGES

~~Continued administration and management work for the Bridge 45 (FAL)~~
Replacement Project's construction and inspection contracts and provided follow-up for terminating the NYSDEC SPDES Permit as well as follow-up with the

Contractor to ensure that all subcontractors and suppliers were reimbursed for work

- Continued administration and project management work for the Bridge 369 (NEV) construction and inspection contracts
- Completed coordination with the Village of Jeffersonville Water Department for the construction work needed to relocate its water main on Maple Avenue and for reimbursing them for the completed work
- Provided inspection work for the start of the Depot Road Extension Project construction work and prepared documents to procure materials
- Completed preliminary engineering and planning for the replacement of Bridge 98 (BET), completed foundation design work, completed the preparation of construction plans and issued plans to DPW Operations for review
- Started the preparation of bid documents needed for the procurement of materials and continued monitoring the seat beams for rotational changes in response to Flags received from NYSDOT for Bridge 98 (BET)
- Continued coordination with the Town of Fallsburg DPW for the relocation of the Village of Woodridge's sanitary sewer and continued preliminary design work for the replacement of Bridge 47 (FAL)
- Completed the preparation of construction plans for the rehabilitation of the Bridge 62 (LIB) railings and curbs and issued documents needed for the procurement of the railing system
- Prepared a resolution for retaining a consulting engineering firm to provide inspection services for the 2017 bridge painting project and completed the preparation of an agreement for inspection services
- Reviewed information provided by Orange County for the BRIDGENY project they were awarded to replace the Bridge 360 (MAM) superstructure that is jointly maintained with Sullivan County; for consideration of assisting them with the project
- Continued preliminary engineering work for the replacement of Bridge 71 (MAM)
- Completed the preparation of information for the 2016 fixed asset survey for bridges (GASB)

BUILDINGS

- Completed weekly foster care home inspections and reports for the Department of Family Services (DFS)
- Finished Department of State (DOS) mandated Uniform Code Administration and Enforcement Report for Reporting Year 2016 online
- Completed renovation plans & measurements for various County offices
- Sullivan County Facilities Petroleum Bulk Storage (PBS) 5 year certificate updates and 2017 DEC form updates for all facilities
- Sullivan County Facilities Roof Chart for 2017 planning & coordinate with Capital Plan

- Cooling Tower research for replacement of wet cooling towers with dry cooling towers and specifications for bidding
- Landfill site visit and meeting on water contract
- Hurleyville Cultural Center research and plan updates for PDF's
- FCC radio license notification coordination with E911 for radio call sign WQXT445
- FCC Prior Coordination Notification (PCN) paper & email review
- Continued with mandated Federal Communications Commission radio license renewal and modification forms for EMS, sheriff, fire service, highway maintenance, microwave and local government
- Prepared and submitted the Sullivan County International Airport and Human Service Complex mandated monthly water chlorination system Operation Report calculations and letters to NYSDOH
- Completed weekly water testing at the Sullivan County International Airport and Human Service Complex water chlorination system with documentation
- Water lead/copper research files and complete information forms for the Department of Health
- Completed the Annual Water Quality Report for 2016 as mandated by the NYSDOH Water lab invoice & voucher review & approval
- Provided technical support for County facility operations and maintenance
- Hazardous Material forms to EPA and DEC
- Worked with Child Care Council on documents for grant project
- Researched various space planning requests
- Participated in jail progress meetings
- Assisted with Welcome Center site report
- Began modifications and updating water sampling specification
- Continued assisting with Parks as needed
- Participated in Barryville site visit to review underground tank issues and above ground tank locations
- Contacted contractors about project closeouts

HIGHWAYS

- Provided ROW information to the public
- Coordinated with NYSDHSES for limited geo-technical assessment on County Road 49 embankment project from FEMA 4020 – transmitted site inspection photos
- Continued to advance the County Road 173 (THO) reconstruction project - project and right-of-way acquisition status with NYSDOT and design consultant - ADA compliance requirements
- Continued to coordinate with the County's construction inspection consultant (MJI) on the closeout of the County Road 173 / Exit 106 (THO) roundabout

project related to the proposed EPT Concord development – as-built documentation and pond maintenance details

- Reviewed traffic impact study for the proposed waterpark that will utilize County Roads 109 and 161 (THO)
 - Completed the closeout of 2016 contract paving program – retainage released
 - Completed the annual Road Surface Management System (RSMS) pavement assessment survey of the entire 385 mile county road network – inputted raw field survey data - prepared entire length reports by repair category along with road condition reports - updated historical annual mileage deficiency percentages and lane mile indices reports and graphs
 - Began preparation of a preliminary 2017 contract paving and surface treating program list - identified potential road candidates and prepared listings based on RSMS categories and rankings
 - Compiled all necessary backup cost documentation and submitted the next quarterly CHiP's reimbursement request to NYSDOT for highway projects
 - 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's 102 (THO) and 154 (FAL) – school bus stop ahead signs installed; County Road 103 (THO) – respond to FOIL request; County Road 161 (THO) – met with engineer related to Raleigh development; County Road 164 (DEL) – stop signs and pavement markings at intersection with Reum Road; County Road 174 (THO) – measured sight distance at access; and Highland Town Roads (HIG) – processed request for multiple speed zones through to NYSDOT for consideration
 - Developed new O permit and sight distance measurement forms
 - Prepared the 2016 GASB asset report for highway projects - documented all necessary cost backup
-

SOLID WASTE & RECYCLING - MONTHLY REPORT

Month	2016 MSW/CD	2017 MSW/CD	Recycling as a % of Scaled Total System Thru-put 2017
January	2,846	2,970 +4%	6.3%
February	3,045		
March	3,884		
April	4,055		
May	4,776		
June	6,532		
July	9,418		
August	10,205		
September	5,462		
October	3,964		
November	3,760		
December	3,063		
TOTAL	61,010		

(T) - Total Monticello Transfer Station

SOLID WASTE & RECYCLING

- *Safety*: Solid Waste Department- days without a lost time accident: 227 (2/17/17)
- *Aged AR Cleanup*: working with treasurer's office to clean up old AR accounts and write off where appropriate
- *Bounced Checks*: Operators have been provided with the bounced check list and instructed to accept 'cash only' from these customers
- *Waste Categorization*: Implemented and trained staff on improvements to properly categorize primary waste streams: MSW, C&D and SSR. Ongoing monitoring and auditing at transfer stations will continue in 2017
- *Out of County Permits*: Out-of-County residential and commercial permit implementation began in February for 2017
- *Post-Trip Inspections*: Implemented mandatory post trip inspection program for department CMV drivers
- *Facility Improvements*: Improvements being designed/ implemented for safe and efficient operations at scale house and paper MFR
- *Non-Permitted Haulers*: Commercial haulers who have not submitted applications/bond/insurance are now denied tipping privileges until applications are submitted and approved
- *Electronics Program*: Initial Clean-up is substantially complete and Transfer Stations will begin accepting materials in the near future. Small Battery collection reinitiated in January.

- *Mandated Reporting*: January – March is NYSDEC report time – several required annual reports are being assembled and prepared for permit compliance pertaining to; transfer station operation, planning unit metrics, landfill environmental reporting, recycling compliance reporting, etc.