

**AGENDA**  
**Public Works and Capital Projects Committee**  
**June 10, 2008**

**Highways & Bridges Division**

- 1) Progress Report
- 2) Resolution Request – CHIPS
- 3)
  - A) Disposal of Excess Dirt & Fill from County Roads, Bridges & Projects – Written Policy
  - B) Disposal of Salvageable Metal from County Roads, Bridges & Projects – Written Policy
- 4) Request-to-Fills (Budgeted):
  - a) MEO – Southern Tier (Plattekill) – 51101642 (vacancy exists due to resignation of W.Steck)
  - b) Civil Engineer – 51101025 – current request now 6 mos old (no applicants to date)
- 5) Boices Lane/Enterprise Drive – Update
- 6) MS4 – Update
- 7) Salt Shed (Negative Declaration) - Update

**Buildings & Grounds Division**

- 1) Energy Audit Performance Contract
- 2) Cleaner Proposal Contract vs. Hiring
- 3) Project Update

## ULSTER COUNTY LEGISLATURE COMMITTEE MEETING

Name: Public Works & Capital Projects Committee

Date: June 10, 2008

Time: 4:45 p.m.

Place: Library

Legislators Present: Chairman Loughran, Legislators Cahill, Decker, Fabiano and Felicello

Legislators Excused: Legislators Lomita and Roberts

Others Attending: Commissioner of Public Works, Dave Sheeley; B&G Administrative Manager, Victor Work; Public Works Controller, Lynda Bertling; Sr. Projects Manager, Brian Cunningham and Recording Secretary, Kathy Jansen

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A motion to call the meeting to order at 4:53 p.m. was made by Legislator Cahill and seconded by Legislator Fabiano. The motion passed unanimously.

### **HIGHWAYS & BRIDGES DIVISION**

#### **1) Progress Report**

Commissioner Sheeley asked the committee to please read the progress report handed out. He noted that the construction season was underway, and crews were working with contractors and working overtime.

#### **2) Resolution Request - CHIPS**

A motion in the form of a resolution request to amend the 2008 Ulster County Budget, with additional CHIPS funding for the Highways & Bridges Division of Public Works was made by Legislator Felicello and seconded by Legislator Fabiano. The motion passed unanimously.

#### **3) A) Disposal of Excess Dirt & Fill from County Roads, Bridges & Projects – Written Policy B) Disposal of Salvageable Metal from County Roads, Bridges & Projects – Written Policy**

Commissioner Sheeley presented proposed departmental policies for the disposal of excess dirt and salvageable metal. A motion to accept the two written policies was made by Legislator Decker and seconded by Legislator Felicello. Legislator Cahill made a motion to amend the motion to note that the written policies become a part of the Operating Procedure for the Department of Public Works. The amended motion was seconded by Legislator Fabiano and passed unanimously.

- 4) **Request-to-Fills (Budgeted):**  
a) **MEO – Southern Tier (Plattekill) – 51101642** (vacancy exists due to resignation of W. Steck)  
b) **Civil Engineer – 51101025 – current request now 6 months old (no applicants to date)**

Commissioner Sheeley advised the committee that although his Department needs a Civil Engineer and efforts have been made to employ one, efforts have been unsuccessful to date. Conversation followed on the position's salary, more effective methods of advertising and expanding the search for applicants. Chairman Loughran noted he would talk with the Personnel Department on the matter. A motion to approve both request-to-fills was made by Legislator Fabiano and seconded by Legislator Cahill. The motion passed unanimously.

5) **Boices Lane/Enterprise Drive - Update**

The committee was advised that the scope of work was being developed for the project in order to select an engineer off the "short list" (a list of State DOT pre-approved engineers) .

6) **MS4 - Update**

Commissioner Sheeley noted that the MS4 project in the Quarry complex is approximately two-thirds complete and is going well. He noted an additional portion of the project that included reclaiming the entire yard and paving in order to have correct drainage pitch. He estimated the majority of the project to be done in a month.

7) **Salt Shed (Negative Declaration) - Update**

The committee was advised that there was now a Negative Declaration and a site plan for the New Paltz Salt Shed. It was noted that the resolution request had passed through Laws & Rules the previous evening and would go before Ways & Means and the full Legislator on Wednesday for funding.

**BUILDINGS & GROUNDS DIVISION**

1) **Energy Audit Performance Contract**

B&G Administrative Manager Work noted that in response to a C&S study recommendation, approval for an energy performance by Wendel Energy Services was being sought. Conversation followed on the matter regarding how the company and the County realize savings. A motion to move forward with the energy audit performance contract with Wendel Energy Services was made by Legislator Cahill and seconded by Legislator Decker. The motion passed unanimously.

2) **Cleaner Proposal Contract vs. Hiring**

B&G Administrative Manager Work advised the committee of continuing complaints and problems with the quality of work being performed by contract workers from FMC. He requested the committee to review a previous proposal to create an in-house cleaning position to take over the cleaning of most of the buildings currently contracted by FMC. It was noted their contract goes out to bid in July. He noted the hiring of cleaners at U.C.L.E.C. to replace FMC resulting in a savings of \$40,000. A motion to move forward with the proposal was made by Legislator Cahill and seconded by Legislator Felicello. The motion passed unanimously. B&G Administrative Manager Work noted that should the new FMC bid come in lower than County costs, he would bring the matter back to committee.

### 3) **Project Update**

B&G Administrative Manager Work noted that things were going well. He noted an electrician shortage due to their working for two weeks at the fairgrounds.

#### **Additional Business**

The committee discussed at length the current fuel crisis and ways to cut costs. Commissioner Sheeley noted Highways & Bridges were doing more hauling with the tri-axle trucks, allowing more material delivery in fewer trips. Chairman Loughran noted that the Economic Development Committee was working with Rural Transportation to install a large fuel tank that would also be used in-kind by DPW. He noted that bulk buying of fuel would save costs.

Discussion took place on the advantages and disadvantages of a condensed workweek in order to save fuel and overtime costs. Legislator Felicello asked Committee Chairman Loughran and Legislators Cahill and Fabiano to join him to study and explore a condensed four-day workweek. He noted they would obtain input from all County department heads and co-sponsor a bi-partisan resolution on the matter. Sr. Projects Manager Cunningham noted he had explored a condensed workweek for Building & Grounds which proposes a nine-day pay period. The committee was informed that a policy regarding alternative work schedules already existed in the county. Chairman Loughran noted that should one of the divisions institute a reduced workweek it should be done as a pilot program, with cost comparisons from last year brought back to committee. Controller Bertling noted her department could investigate possible alternate work schedule savings for the Highways & Bridges division.

B&G Administrative Manager Work informed the committee that he has been unable to hire architects and engineers authorized by the committee at the beginning of the year so he may begin small capital projects. It was noted that this is due to delays caused by Contract Management's tightened policy requirements on all vendors. He noted a meeting had been scheduled on the matter and sought the committee's help in how to affect a better method that would result in faster results from that office. The committee asked that Contract Management be contacted with a suggestion to change its policy, noting specific areas where current policy causes a hindrance to the County's operations. Commissioner Sheeley noted many instances where this is the case. PW Controller Bertling suggested that maybe there should be different levels of contracts based on project size. Chairman Loughran asked that a letter on behalf of the committee be written by Commissioner Sheeley, B&G Administrative Manager Work and PW Controller Bertling to Legislative Chairman Donaldson advising of the problems experienced, indicate quantifying examples and request the matter be looked into. He advised that the letter should note that time is of the essence and a copy of the letter be sent to the County Attorney and County Administrator Hein. The committee asked that the letter be prepared and sent if the scheduled meeting with B&G Administrative Manager Work and Contract Management did not produce favorable results.

Legislator Felicello noted the benefits of hiring an in-house architect as a cost saving measure.

A motion to adjourn at 6:18 p.m. was made by Legislator Fabiano and seconded by Legislator Cahill. The motion passed unanimously.

Respectfully submitted,