



Sullivan County

Public Works Committee

Meeting Agenda - Final

100 North Street
Monticello, NY 12701

Chairman George Conklin
Vice Chairman Michael Brooks
Committee Member Robert Doherty
Committee Member Alan J. Sorensen
Committee Member Joseph Perrello
Committee Member Nicholas Salomone Jr.
Committee Member Ira Steingart

Thursday, September 14, 2023

10:00 AM

Government Center

Call To Order and Pledge of Allegiance

Roll Call

Comments:

Reports:

1. Division of Public Works

[ID-5799](#)

Attachments: [September Monthly Report](#)

Public Comment

Resolutions:

1. Resolution to authorize the County Manager to execute the lease of two (2) vacant hangars at the Sullivan County International Airport [ID-5685](#)
2. Resolution to authorize the County Manager to execute a contract with OTIS Elevator Company, for Elevator Inspection, Testing, and Maintenance Services in various County buildings [ID-5762](#)
3. Resolution to authorize the County Manager to execute the lease of one hangar (Hangar 4 - Bay 8) at the Sullivan County International Airport. [ID-5763](#)
4. Resolution to authorize the County Manager to execute an agreement with NYSDOT to provide 95% funding for the Preliminary Engineering/Design work needed to replace County Bridge 301. [ID-5790](#)

Adjourn



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5799

Agenda Date: 9/14/2023

Agenda #: 1.

PUBLIC WORKS
Monthly Report September 14, 2023

SHOP STAFF

- Continue services & New York State Inspections
- Continue repairs on solid waste roll-off trucks and container
- Make necessary repairs to DPW and outside agency equipment.
- Completed estimates on damaged vehicles
- Prepared new DPW and Sheriff vehicles for service
- Set-up new State Inspection equipment for the Maplewood Facility
- Sandblast and paint 3 Plow Truck frames at Barryville.
- Working on snow equipment for the upcoming season
- Filled two Automotive Mechanic positions at Maplewood
- Ordered a new John Deere 5105M road mower
- Receiving quote for a new loader and backhoe

SIGN SHOP

- Continued Striping county and town roads
- Installed speed zones
- Installed Bridge closures and detours CB 115 & CB 240
- Fabricated signs for county and towns
- Continued with sign upgrades
- Decaled new equipment
- Fabricated signs for landfill
- Continued brushing signs

BODY SHOP

- Repaired accident damages on county vehicles (H&F, CS, DA & DPW)
- Prep new Sheriff cars for service
- Routine maintenance on DPW vehicles and equipment (Sandblasting and painting)
- Assist in striping operations
- Wrote estimates on county vehicles

AIRPORT

- Hosted SCIA Terminal Diversity Outreach Event at H7
- Edge markings painted by Hi-Lite Airfield Services
- Fixed QT-Pod kiosk at fuel farm
- Continued to work with the FAA in regards to running telecommunication lines into the ARFF building for the AWOS and the Harris server

- Continued providing fuel services
- Continued mowing of airport grounds
- Installed monitors for observing surveillance camera feeds in Operations Office and ARFF Admin Room

BRIDGES

- Addressed NYSDOT bridge flags for: Bridges: 432 (HIG), 261 & 277 (LIB), 216 & 282 (ROC) and 377 (MAM)
- Addressed eighteen nonstructural condition notices received from NYSDOT for ten bridges
- Continued administration work for the construction and inspection contracts for the Kohlertown Flood Risk Reduction Project (KFRRP) (DEL).
- Completed quality control review of shop drawings and submittals for the KFRRP (DEL)
- Completed coordination with the Verizon Communications Company and Charter Communications Company for the temporary relocation of their utilities for the KFRRP (DEL)
- Conducted quality control inspections of CR 164 for the KFRRP (DEL).
- Completed coordination with NYSDEC for obtaining a permit to modify the Village of Jeffersonville sewer system needed for the KFRRP (DEL)
- Completed project close out and administration of the Bridge Membrane Maintenance Project construction and consultant inspection contracts
- Continued construction contract administration work for the maintenance project to paint several bridges in the 2023 construction season
- Continued administration work for the Bridge 198 (HIG) Repair Project engineering contract and continued administration work for the construction contract
- Completed quality control inspection work for the Bridge 198 (HIG) Repair Project
- Completed a final inspection along with NYSDOT for the completion of the Bridge 198 construction work
- Continued project administration work for the Bridge 82 (FOR) replacement project
- Continued coordination with utilities for their relocation for the Bridge 82 (FOR) replacement project
- Continued the review and updating of the Final Initial Project Planning/Final Design report for Bridge 82 (FOR) replacement project and submitted it for approval by NYSDOT
- Continued project administration work for the Bridge 77 (HIG) replacement project
- Continued the review of the spillway hydraulics for the Bridge 77 (HIG) project needed to provide DPW approval of the revised Design Document
- Continued project administration work for the 2023 Bridge Maintenance Paint

project.

- Continued coordination with NYSDOT for the 2024 Bridge Maintenance Project - Bridge 5 Joint Replacement
- Completed a meeting with NYSDOT at Bridge 5 to discuss the joint replacement work
- Continued coordination for the procurement of materials for the replacement of Bridge 216 (NEV) and provided inspection of the construction work
- Continued coordination for the procurement of materials for the replacement of Bridge 272 (LIB) and provided inspection of the construction work
- Continued inspection work for the replacement of Bridges 216 and 272 by DPW forces
- Continued the coordination and administration of engineering services for the Re-alignment of Benton Hollow Road to eliminate Bridge 277 (LIB)
- The Bridge 277 (LIB) consultant started providing environmental and design services for anticipated 2024 construction
- Continued design work for the foundation for the replacement of Bridge 261 (LIB)
- Continued coordination with Operations for the replacement of Bridge 25 (FAL) guide rail
- Completed the preparation of plans for the replacing the laid stone County Road 123 embankment at Bridge 115 with a precast concrete block wall and applied to NYSDEC for a stream disturbance permit needed for the repair
- Completed the review of the retaining wall block submission by the fabricator needed for approval of the repair material for Bridge 115 (ROC)
- Continued coordination with SCSWD and the property owner who reported impacts near Bridge 115 (ROC)
- Completed the investigation of the failure of the Bridge 449 (V. Monticello) retaining block wall, coordinated repair work and inspected the completed work

FACILITIES / BRIDGE OPERATIONS

- Completed pressure washing and sealing the exterior of the Government Center
- Emergency replacement of the fire hydrant in front of the Care Center
- Completed the demolition and clean-up of the Terminal Bldg at the SCIA, continued site work
- Continued replacement of Bridge 216 (NEV) and 272 (LIB)
- Continued HVAC equipment upgrades to the DA's Office, 26 Hamilton av.
- Continued HVAC repairs and maintenance at the Court House
- Continued care and maintenance of the Veterans Cemetery
- Continue mandatory OneGroup Safety classes online
- Participated in Supervisory Training with Human Resources
- Worked with FAO on 2024 Buildings Budget

BUILDINGS & ENVIRONMENTAL COMPLIANCE

- Participated in regular calls and meetings concerning Airport Terminal Project
- Coordinated Diversity Outreach Event for Terminal Project
- Continued assistance in coordinating original terminal building demolition
- Met with Terminal Project Architectural team about interior materials
- Participated in conference calls with NYPA about SCCC project
- Visited reroof project at SCCC Building H
- Provided Code Enforcement follow up for illegal structure on SCCC property
- Met with Public Health administration concerning office layout modifications
- Provided coordination for Sullivan 180 event at Sullivan County Courthouse Lawn
- Provided facility access for Building Code required Sprinkler Inspections at various buildings and reviewed subsequent reports
- Reviewed Redundant Water Tower Draft Basis of Design Report
- Reviewed Redundant Water Tower specifications
- Reviewed Courthouse signs and invoice
- Prepared and submitted the SCIA and Human Service Complex mandated monthly water chlorination system operation reports to NYSDOH
- Prepared and submitted the SCIA and Human Service Complex mandated quarterly bacteriological, annual nitrate & sodium water reports to NYSDOH
- Prepared and submitted the Human Service Complex triennial Lead and Copper 90th percentile package
- Completed monthly water sampling and laboratory analysis at Maplewood, SCIA, Human Services Complex, and Lake Superior State Park
- Reviewed updated NYSDOH Service Line Inventory Guidance Document and completed Service Line Inventory Template for NYSDOH submittal
- Worked with NYSDOH and SCDPW Operations on water line issue / boil water notice at Human Service Complex Public Water Supply
- Continued mandatory daily water testing at the SCIA and Human Service Complex water chlorination systems
- Coordinated County Buildings water sampling program with laboratory vendor
- Provided technical support for County facility operations and maintenance
- Prepared Monthly Report
- Prepared resolution for Elevator Maintenance and Service contract
- Continue mandatory OneGroup Safety classes online
- Participated in Supervisory Training with Human Resources
- Completed NYSDOS mandated code enforcement training online
- Worked with FAO on 2024 Buildings Budget
- Reviewed and approved various invoices and vouchers for payment as needed
- Communicated with Environmental staff concerning ongoing projects and reports
- Coordinated monthly rinse rack outfall sampling event with testing contractor at Maplewood
- Reviewed and reported rinse rack outfall sampling results
- Continued work with Engineering Consultant on environmental issue at SCIA

- Coordinated with operations and NYSDEC for Tank 002A installation and CBS registration updates at Landfill
- Prepared RFP for new Emergency Spill Response and General Environmental Services contract
- Prepared NYSDEC 5-year PBS registration renewal for Maplewood facility

HIGHWAYS

- Provided ROW and record mapping research to the public, other County departments and SCDPW operations - (10) instances
- Continued work to close out the East Broadway/County Road 173 (THO) reconstruction project with NYSDOT, consultant (Stantec) and contractor Argenio Bros. – ongoing change orders and invoicing
- Continued work with contractor (Sullivan County Paving & Construction, Inc.) for the 2023 contract paving, repair and re-striping of approximately 32 miles of county road – ongoing coordination with county operations on schedule and road preparations - field marked repair sections on County Road 61- provided daily inspection and quantity tracking of the paving operations – coordinated plant testing of asphalt materials – prepared detailed estimates of each completed road section for payment backup (County Road’s 13, 17, 47, 103, 107, 114, 143 & 145 completed – 20 of 32 miles) (processed change order no. 2 to add additional tree work on County Road 47) (prepared extensive backup documentation and submitted a CHIPS reimbursement request to NYSDOT for September payment (\$2.21M)
- Closed out contract with contractor (Gorman Bros.) for the 2023 crack sealing, chip sealing and re-striping of approximately 27 miles of county road (\$1.4M) (retainage released after bond conditions met)
- Closed out contract with contractor (K-5 Corp.) for the striping and pavement marking of approximately 75 miles of our higher volume county roads (\$250k) (retainage released after requirements met)
- Checked the final location of the westerly abutment forms at County Bridge 216 (NEV) before concrete pour
- Prepared a detailed elevation survey of an existing driveway impacted by recent paving on County Road 17 – coordinated drainage repair solution with operations
- Completed the survey layout of offsets and grades for an existing 900-foot drainage system replacement (10 catch basins) on County Road 61 (MAM)
- Continued with GRSS design and layout for the repair of a failing embankment on County Road 61 (MAM) – finalized quantities and cost - completed the shop drawings for (5) catch basins for an existing drainage system replacement adjacent to the embankment – order placed with Woodards – set new survey control points
- Updated an existing topographic and utility survey of the existing terminal and its surroundings post-demolition for the design of the new Airport terminal building project – prepared CADD base mapping – located and collected elevation data on

- existing/new monitoring wells for ongoing ground water study
- Reviewed and/or researched the following for safety issues, potential impacts to and conflicts with the County’s right-of-way (ROW), drainage, infrastructure and maintenance on County Roads (CR): Town Highways (BET/TUS) – additional F.O.I.L. request for ROW mapping related to the Boy Scouts property; CR 74 (LIB) & CR 144 (BET) – speed zone reduction official orders received from DOT (6 signs installed on CR 74 and 10 signs installed on CR 144); CR’s 153 (NEV), 178 (ROC), TH’s 7, 73 (LIB) & TH 166 (FAL) - processed speed zone reduction requests (all speed zone reduction requests are forwarded to NYSDOT for study and consideration); CR 174 (THO) – solar farm - met with contractor on site to resolve ongoing storm-water runoff issues prior to permitting and provided current highway inventory data to the Town of Bethel clerk
- Provided comments to county planning for G.M.L. 239 review on the following projects on or adjacent to a County Road (CR): THO23-14 (CR 103) Amend Local Law; THO23-15 (CR 45) Birchwood Estates; BLO23-01 (CR 62) Emerald Living Estates; MAM23-03 (CR 61) Mamakating Soda Factory; LIB23-15 (CR 175) Greentree Acres and LIB23-16 (Devany Rd.) Hillcrest Estates
- Issued permits on various County Roads – no O (Overweight) permits – eight M (Misc./Access) permits – one D (Dig) permit and no U (Utility) permits – Field inspected (9) existing/proposed access locations for compliance and/or closeout related to permitting

SOLID WASTE & RECYCLING - MONTHLY REPORT

Month	2021 MSW/CD	2022 MSW/CD	2023 MSW/CD
January	4290	4423	5500
February	3401	4256	5103
March	5491	6163	5907
April	7116	5935	6220
May	7259	7392	8631
June	9209	9323	9778
July	12816	12137	13396
August	11507	13021	14508
September	6562	8903	
October	6185	6106	
November	6039	5972	
December	5475	4968	
TOTAL	85353	88599	

- (T) - Total Monticello Transfer Station

- Report submitted last week of current month. Current month total estimated

SOLID WASTE & RECYCLING

- *Education/Outreach*: The Recycling Coordinator is continuing with outreach programs
- *Accounts*: continue to address any delinquent accounts so they remain current with payment and provide electronic communication for customers.
- *Annual Reports*: continue to track data for NYSDEC and EPA reporting and starting to compile for report. The Recycling Coordinator has also started paperwork for the annual grant: Municipal Waste Reduction and Recycling Program - Recycling Coordination and Education Projects (MWRC)
- *Composting*: Pilot program to launch October 2. Public announcement was made 8/25 and Recycling Coordinator is registering participants. Staff training to take place 8/30. Public education meetings anticipated for the weeks of 9/18 and 9/25.
- Draft Solid Waste Management Plan sent to the NYSDEC and pending review.
- Household Hazardous Waste event announced for October 15.
- Continuing with the Paint Care paperwork to set up drop off sites.
- Updated contract in progress to begin no cost program with e-waste vendor (eLot).
- Demolition of the two SBR pre-treatment plant tanks and one bio-tank is complete.
- Sulfuric acid tank repair complete.
- Entered new water sampling contract with Zion and new water analysis contract with ALS Limited.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5685

Agenda Date: 9/14/2023

Agenda #: 1.

Narrative of Resolution:

Resolution to authorize the County Manager to execute the lease of two (2) vacant hangars at the Sullivan County International Airport

If Resolution requires expenditure of County Funds, provide the following information:

Amount to be authorized by Resolution: 0

Are funds already budgeted? Choose an item.

Specify Compliance with Procurement Procedures:

N/A

WHEREAS, the Sullivan County International Airport (SCIA) has two individuals who desire to become tenants; and

WHEREAS, the SCIA has available hangar space to let in Hangar 6; and

WHEREAS, a Public Hearing will be held on September 21, 2023 at 10:50AM as required prior to authorizing hangar leases.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager to execute month to month lease agreements in such form as shall be approved by the County Attorney for the following:

Hangar H6 - Bay 8 to Mike Dane at \$300.00 per month plus \$25.00 utility fee per month.

Hangar H6 - Bay 4 to Bryan Collins at \$300.00 per month plus \$25.00 utility fee per month.

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



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5762

Agenda Date: 9/14/2023

Agenda #: 2.

Narrative of Resolution:

Resolution to authorize the County Manager to execute a contract with OTIS Elevator Company, for Elevator Inspection, Testing, and Maintenance Services in various County buildings

If Resolution requires expenditure of County Funds, provide the following information:

Amount to be authorized by Resolution: \$35,000.00

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

B-23-52

WHEREAS, the Sullivan County Division of Public Works operates several passenger elevators in various County buildings; and

WHEREAS, these passenger elevators require periodic inspection, testing, and maintenance services; and

WHEREAS, bids were received for Elevator Inspection and Maintenance for various locations throughout the County, and

WHEREAS, after review of the received proposals the Division of Public Works recommends the County enter into contract with OTIS Elevator Company, 41 Page Park Drive Arlington, NY 12603.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute an agreement with OTIS Elevator Company, at an annual cost of \$21,000.00 for elevator inspections, testing and maintenance with additional fees of \$325.00/hour for other than covered items and overtime rate of \$600.00/hour, for a grand total cost not to exceed \$35,000.00 per year. The term of this agreement shall be for one year, commencing November 1, 2023 through October 31, 2024, and may be extended annually for a period of four (4) additional years in accordance with B-23-52, said contract to be in such form as the County Attorney shall approve.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5763

Agenda Date: 9/14/2023

Agenda #: 3.

Narrative of Resolution:

Resolution to authorize the County Manager to execute the lease of one hangar (Hangar 4 - Bay 8) at the Sullivan County International Airport.

If Resolution requires expenditure of County Funds, provide the following information:

Amount to be authorized by Resolution: N/A

Are funds already budgeted? Choose an item.

Specify Compliance with Procurement Procedures:

N/A

TO SET A PUBLIC HEARING FOR LEASE OF PROPERTY AT THE SULLIVAN COUNTY INTERNATIONAL AIRPORT (SCIA)

WHEREAS, there has been introduced and presented at a meeting of the Sullivan County Legislature held on September 21, 2023 proposed lease of property consisting of a one (1) hangar lease. The lease is for Stephen Casciola - Hangar 4 Bay 8.

NOW, THEREFORE, BE IT RESOLVED, that a public hearing be held on said proposed lease by the Sullivan County Legislature on October 19, 2023 @ 10:50 a.m., in the Legislative Chambers, County Government Center, Monticello, New York, and at least ten (10) days' notice of the public hearing be given by the Clerk of the Sullivan County Legislature by due posting thereof on the bulletin board of the County of Sullivan and by publishing such notice at least once in the official newspapers of the County.

COUNTY OF SULLIVAN

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that there has been duly presented and introduced at a meeting of the Legislature of the County of Sullivan, New York, held of September 21, 2023 with regard to a proposed lease

of property consisting of a hangar lease.

NOTICE IS FURTHER GIVEN that the Legislature of the County of Sullivan will conduct a public hearing of the aforesaid proposed lease at the Legislature's Meeting Room, County Government Center, Monticello, New York, 12701, on October 19, 2023 @ 10:50 a.m. at which time all persons interested will be heard.

DATED: Monticello, New York

September 17, 2023

ANNMARIE MARTIN

Clerk of the Legislature

County of Sullivan, New York



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5790

Agenda Date: 9/14/2023

Agenda #: 4.

Narrative of Resolution:

Resolution to authorize the County Manager to execute an agreement with NYSDOT to provide 95% funding for the Preliminary Engineering/Design work needed to replace County Bridge 301.

If Resolution requires expenditure of County Funds, provide the following information:

Amount to be authorized by Resolution: \$625,000.00

Are funds already budgeted? No

Specify Compliance with Procurement Procedures:

N/A

RESOLUTION INTRODUCED BY PUBLIC WORKS COMMITTEE TO AUTHORIZE THE IMPLEMENTATION AND FUNDING OF 100% OF THE COSTS OF A TRANSPORTATION PROJECT, WHICH MAY BE ELIGIBLE FOR FEDERAL-AID AND/OR STATE-AID, OR REIMBURSEMENT FROM BRIDGENY FUNDS.

WHEREAS, a project for the replacement of BIN 3355870; Board of Water Supply Rd./CR 105B over Neversink River, P.I.N. 975558 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, and PUB. L. 117-58 also known as the "Bipartisan Infrastructure Law" (BIL) that calls for the apportionment of the costs of such program to be borne at the ratio of 95% Federal funds and 5% non-Federal funds; and

WHEREAS, the County of Sullivan will design, let and construct the Project: and

WHEREAS, the County of Sullivan desires to advance the Project by making a commitment of 100% of the costs of the work for the Project or portions thereof.

NOW, THEREFORE, BE IT RESOLVED, the Sullivan County Legislature, duly convened does hereby approve the above-subject Project; and

BE IT FURTHER RESOLVED that the Sullivan County Legislature hereby authorizes the County of Sullivan to pay 100% of the cost of Preliminary Engineering/Design work for the Project or portions thereof, with the understanding that qualified costs may be eligible for Federal-aid, state-aid, or reimbursement from BridgeNY funds; and

BE IT FURTHER RESOLVED, that the sum of \$625,000 is hereby appropriated from the Division of Public Works Budget pursuant to this Project and made available to cover the cost of participation in the above phases of the Project; and

BE IT FURTHER RESOLVED, that the Sullivan County Legislature hereby agrees that the County of Sullivan shall be responsible for all costs of the Project which exceed the amount of Federal-aid, state-aid, or BridgeNY funding awarded to the County of Sullivan; and

BE IT FURTHER RESOLVED, that in the event the Project costs not covered by Federal-aid, State-

aid, or BridgeNY funding exceed the amount appropriated above, the Sullivan County Legislature shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the County Manager of the County of Sullivan thereof; and

BE IT FURTHER RESOLVED, that the County of Sullivan hereby agrees that construction of the Project shall begin no later than twenty four (24) months after award and the construction phase of the Project shall be completed within thirty (30) months thereafter; and

BE IT FURTHER RESOLVED, that the County Manager of the County of Sullivan be and is hereby authorized to execute on behalf of the County of Sullivan all necessary agreements, certifications or reimbursement requests in such form as approved by the County Attorney for Federal-aid and/or state-aid with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the County of Sullivan's funding of Project costs and permanent funding of the local share of Federal-aid and State-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and

BE IT FURTHER RESOLVED, this Resolution shall take effect immediately.