

PUBLIC WORKS COMMITTEE

November 23, 2021

8:45 A.M.

Attendees:

George Haynes  
John Kosier  
Dennis Valente  
Susan McIntyre  
Lisa Henderson

Joe Cetta  
Bill Layton  
Jerry Vernold  
Tina Molé

**GENERAL**

• Approval of Prior Meeting Minutes

- The minutes of the November 10<sup>th</sup> meeting were approved as presented.

• Auction

- Ends on the 29<sup>th</sup>.
- Need permission to approve as long as scrap value is met. Only issue may be the Bomag.
- The Committee approved the sales as long as they met or exceed scrap value. The only exception will be the Bomag which we will sell regardless.

• Records Digitization

- SM, At a previous meeting we discussed this, I did put it in for APR funding but they told me it didn't cost enough so we will just be paying for this. We do have a proposal from Syracuse Plan
- DV, Does this meet the requirements for records retention? You should make sure it does before you get rid of any actual documents.
- SM, It is our intent to keep as much of the originals as we can. We will make sure that we meet the retention requirements.
- DV, I would also have things made into microfiche, I trust that more than digital.
- SM, I agree but microfiche is subject to the same failures as paper. But we do have that option with this proposal.

• Safety Days Report

- Copy of report was distributed. (attached)

• Safety Officers Report

- Copy of the report was distributed. (attached)

**SOLID WASTE**

• Belhen Building

- SM, This is the compost building where the panels need to be replaced. We do now have an installation plan. So we should be able to send the order out shortly. We will be replacing 15 wall panels from floor to ceiling and 15 ceiling panels the entire length of the room.
- DV, And we have done something to ensure this won't happen again?
- SM, Yes, we have addressed the ventilation issues which were the root of the problem.

- Electrical Contract for Cell 4S

- SM, We know we have a change order coming. It should be close to net zero or maybe an increase of about \$,2000.

- Cell 4s status – One bid, \$500K less than last time

- SM, If you remember, we had bid this earlier this year. Because we did not have the DEC permit and the one bid we received was very high we decided to rebid. So we made some modifications to the documents and rebid it once we had the permit in place. We still only had one bid. It was about \$500,000 less and it is a better contractor. Timing was definitely an issue with this. We will not make award until the organizational meeting as the money for this was budgeted in 2022.
  - DV, I think this is a great price for what we are getting. I'm sure the liner alone is a big chunk of that.
  - SM, The liner is \$2.8 million. The other big piece is the plumbing, that is \$1.3 million.
  - DV, So we took a chance and we won. That's a good deal.

## **HIGHWAYS/BRIDGES**

- BR 80 V/Fleischmanns status

- SM, This is not going to be done this year. The contractor asked for another extension from DEC but it was denied. They did indicate that they may open it up earlier than June 15<sup>th</sup> but time will tell.

- BR 83 T/Colchester status

- SM, This is open to traffic and is basically done. We have to plant some maple trees next spring but that is about it.

- CR 6 T/Bovina ROW ownership at Finn (MacPherson) property

- SM, I have met with Amy and Jeremy from the County Attorney's office to review the ROW issues here. I have left the ball in their court to just confirm our understanding of ownership and make sure we are on the same page before we proceed.

- CR 38 Pavement Repairs – Bill to Town of Middletown

- SM, We have three areas where the waterline is causing issues to the pavement. We wanted to fix this before winter so we fixed it last week and we will be billing the Town for that work.
  - DV, But have we fixed the underlying issues?
  - SM, We have been told by the water district that they have no leaks. We will see how these repairs hold up.
  - JC, Pat knows the bill is coming correct?
  - LH, I sent him an email so he should be aware. Ben spoke with John Biruk and John told him the Town Board had approved the County getting the work done and sending them the bill. I asked Pat to confirm but I haven't heard back. He has answered my other emails after that but not that one.
  - DV, Do we know what he's looking at?
  - LH, I haven't seen the paperwork yet.

- BR 20-9 Steel Repairs have started
  - SM, Steel repairs have started on this. This was one of the three bridges in the 2021 Bridge Preservation Project.
- BR 5 – Corbett
  - SM, We are doing what repair work we can on this. We should be done this week. We then need DOT approval to reopen the bridge.
  - SM, We will be submitting for funding for the further repairs as it will be extensive. That's going to be a couple years down the road.
- GOSR Buyouts in Sidney
  - SM, This continues to be a challenge. We have been working with the LIRO Group to do the asbestos inspections. They have uncovered a house that is so full of pigeon poop that they refuse to even go in the house. Our take on this is that we aren't cleaning up the pigeon poop, GOSR can hire someone to take care of it.
  - SM, The other issue we are having is trees. There is a relatively new homeowner smack in the middle of all the buyout properties. He had his boat parked in his driveway and a limb fell off a tree on the neighboring property and damaged his boat. His homeowner's denied the claim so he thinks the County should pay. The insurance committee said no, we are not liable. But now there is concern about exposure from future limbs falling. So Nick Carbone from Watershed Affairs is a forester in his other life, he is going to a survey and give us a report on what we can do to limit liability.
- Oil issues
  - LH, This is basically a supply issue. We are having a hard time getting fluids for trucks.
  - SM, It is a supply chain issue.
  - DV, Is this an issue with the bid?
  - SM, No, they just can't get it. But the pricing is going to go up. We are looking at an 18% increase for oils, DEF is about a 43% increase.
  - DV, So what happens now? Do we have to rebid it?
  - LH, It's just going to be a problem every time. We'll have to get quotes for what we need and do the best we can.
  - SM, We did kind of see this coming so we stocked up on what we could. But it is across the board and I have been hearing rumblings from other highway departments across the State.
  - GH, So are we still having problems with parts too?
  - SM, It's hit or miss. We have stocked up on some of the things we know we need.

## **DPW BLDG PROJECT**

- Summary Status Report
  - DV, Nice article in the paper. That was well done.
  - SM, Thank you, that was all George.
  - SM, One issue we have that is going to be a big increase is the IT network. We have been working with Joe deMauro and Dave Cucciarre to determine our wi-fi and connectivity that we need for the three buildings. There are two pieces to this, NelCorp has the electrical portion, there is a change order to have them provide additional wiring, which was not in the initial contract, I'm not too worried about the pricing on that. We had budgeted about \$200,000 to cover that but the IT supply pricing is going to be around \$400,000 for the three buildings.

- TM, does that include security cameras?
- SM, We will have cameras.
- TM, Did we not have this budgeted?
- SM, We have \$200,000 budgeted, we did not anticipate this to be so expensive.
- GH, We didn't realize how detailed it would be.
- SM, We had designed an IT future sensitive building but once we actually sat down with IT and the contractor it became apparent that we didn't build enough into the design.
- Conversation was held on what was being designed.
- JC, Is this all compatible with the proposed upgrade that is being funded by the ARP funds?
- SM, It better be. So this combined with the site work at the Bloomville facility are two big change orders that are coming down. They are covered by our budget but not by the current contracts.
- SM, I think that by the time we are done we will have spent the entirety of the contingency.
- SM, We have opted not to do a formal presentation to the Board at this time as we don't have solid numbers. The other big issue we are having is scheduling. The supply side on the pre-engineered buildings just keeps getting worse. We are now looking at February 2023. I'm hoping that this gets better.
- GH, We were waiting to have a more firm timeline. But that isn't looking good. Unfortunately it just keeps getting worse.
- SM, Eventually we will have to do a formal presentation, my question is how much is the Board pushing for this?
- TM, I think they are looking for it.

- Bloomville groundwater dewatering

- SM, Groundwater continues to be an issue here. The more we dig the more we realize how high the water is. There is about a six-foot swing in the ground water level. We had an outside Geotech firm who specializes in ground water issue to give us a second opinion on how to manage this. They came back with two recommendations, one to elevate the building and the other to sink a series of well points deep down into the ground water. As it turns out there are actually two aquifers at the site and they are separated by a layer of confining soil. The deeper of the two is pushing up. The concern we have with dewatering is can we move enough water to get the ground dry enough to get the footers and your foundation in. It can get wet after the installation but it needs to be dry to do the installation. We know this from experience. So the recommendation is to raise the site two feet. We had a meeting yesterday to review the practicalities of what it will take to raise the site. We believe this is a viable path forward. It will also have us above ground water in the future. Proposal right now is to raise the site two feet, install perimeter drainage to take the ground water away from the site.
- BL, How much is this going to cost?
- SM, It is not going to be cheap. I don't have the figures yet but I'd put it in the \$300,000 range. We have had this conversation and we feel that we need to do the right thing to ensure we build the facility correctly.
- A lengthy discussion was held on the thought process behind this decision.
- DV, How is this going to effect the egress into the facility?
- SM, It really doesn't, there will be some more slope to the parking area. We won't carry that elevation across the entire site, we will raise the building but then slope it down gradually.
- GH, It's about a 6% slope.

- SM, If you are curious that's about the grade of the driveway going into our salt shed out here. So it's about 4,000 yards of material, plus the perimeter drain plus the labor to install all of it. So I am anticipating a chunky change order going forward. I will remind you that we do have about \$1.9 million for contingencies built into the project, this will take a big chunk of that.

- Delhi construction update

- SM, Steel framing is up. They anticipate having the remainder of it up by Thanksgiving. It continues to be a slow moving project.

- Neale Rd – no activity

BL, I started looking into the health insurance, so for a two person policy at the County an employee pays \$339/month. At the Town of Tompkins they would pay \$38/month. For a Family plan it's \$615/month at the County and for the Town it would be \$76.

TM, CSEA just voted on a cheaper option for employees.

LH, But it isn't cheaper, it may be less out of your check but the copays are more and you have to pay for more things that were previously covered.

TM, And part of the problem is that we are in a high risk pool because we have several employees who are really sick.

A lengthy discussion was held on how this can be addressed. Buyouts were discussed. It was discussed that perhaps we need to have more people on a Committee to look at these things. This is a County wide issue. Sue and Dennis would be willing to sit on this Committee. And if we can't do something with the insurance we need to adjust salaries accordingly to address the problem.

## **RESOLUTIONS**

None

**DELAWARE COUNTY**  
**DEPARTMENT OF PUBLIC WORKS**  
**PO BOX 311      DELHI, NY 13753**

**SUSAN MCINTYRE**  
**COMMISSIONER**

**MAIN OFFICE & YARD**  
**PAGE AVENUE**  
**DELHI, NY 13753**

To: File  
From: Tawny Meres  
Safety & Training Manager  
Re: Safety Office Report  
Date: 11/23/2021

The following is an update to the activities of the Safety Office from 10/28/2021 to 11/22/2021.

**1. Accidents**

- #22-21. 10/26/2021. While backing an empty C & D container up to the receiving area platform at the Andes Transfer Station, the container made contact with the platform. As a result of the contact, the Platform had been pushed approximately three feet in a Westerly direction. Damage to the existing platform was extensive. It should be noted that the existing structure was in a deteriorated state prior to the contact with the container. DPW personnel attempted to pull the structure back in to place to complete repair. While attempting to pull the structure back in to place, the structure collapsed. DPW personnel saved the materials that were salvageable and obtained additional materials to complete repair. Repair was completed the following day.
- #23-21. 11/15/2021. While working on CR27, with equipment #676, a 2007 John Deere backhoe, the Operator opened the top section of the rear window. As the operator reached for the controls of the equipment, the opened window slid down and broke. It is unclear if the window clips failed to lock or if the incident was the result of the window track being worn. Cost of replacement glass is \$343.83.
- #24-21. 11/15/2021. While traveling on CR16 with vehicle #57, a 2015 Ford F250, a deer entered the roadway and struck the vehicle in the right front bumper. Minor damage to the bumper was sustained with no repair needed.

**2. Spills**

- #8-21. NYS DEC #2107286. 11/8/2021. SWMC. While working with equipment #817, a 2003 Case backhoe, on the receiving wall at the Solid Waste Management Center a hydraulic line failed. As a result of the hydraulic line failure, less than five gallons of hydraulic oil was lost on to the paved surface. At the time of the line failure, the operator failed to stay at the location of the initial failure and traveled approximately 75' to the maintenance facility. While traveling to the maintenance facility, hydraulic oil sprayed from the machine. Speedy dry was applied to the area and clean up measures were completed.
- #9-21. 11/12/2021. While pushing salt up in the Oxbow storage building with equipment #692, a Case 721 wheel loader, a hydraulic line failed. The operator immediately shut down the equipment to minimize fluid loss. Approximately 3 gallons of hydraulic oil was lost on to the concrete surface of the building. Absorbent pads were applied to the area and repairs were completed. Spill not reported to NYS DEC.

Safety Office Report 11-23-2021.docx

*Main Office: 607-832-5800 Fax 607-746-7212 Delhi Shop: 607-832-5840 Fax 607-832-6072  
Solid Waste Management Center: 607-865-5805 Fax 607-865-2216*

### **3. Facilities**

- FA/CPR/AED training was conducted on Tuesday, November 2, 2021 and Thursday, November 4, 2021. 45 DPW personnel received certification.
- Annual calibration of audiology equipment was completed on 11/18/2021. All equipment passed.
- Drug and Alcohol consortium was updated on 11/12/2021.
- the 2022 contract with Emerson Testing has been signed and put in to place for the upcoming year.
- Annual FMCSA limited queries for CDL drivers has begun.
- Annual NYS DMV driver abstracts have been completed for all DPW personnel.

### **4. Near Future Objectives**

- Focus on personnel completing annual Sexual Harassment and Workplace Violence training.
- Complete facility inspections.
- Obtain pricing for annual audiogram interpretations.
- Review medical protocols and schedule any needed appointments.

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PO BOX 311      DELHI, NY 13753**

**SUSAN MCINTYRE  
COMMISSIONER**

**MAIN OFFICE & YARD  
PAGE AVENUE  
DELHI, NY 13753**

To: File  
From: Tawny Meres  
Safety & Training Manager  
Re: Safety Day's Summary  
Date: 9/29/2021

On Wednesday, September 22, 2021 and Thursday, September 23, 2021 the Delaware County Department of Public Works held its second annual Safety Day's training event. The event was scheduled to include all personnel employed by the Delaware County Department of Public Works. In addition to DPW personnel, a letter of invite went out to all town and village Highway Superintendents.

The event was once again held at the Delaware County Fairgrounds, Fair Street, Walton, NY. There was no fee charged to DPW for the use of the venue for the two-day event. The Delaware County Fair further provided all tables, chairs and waste receptacles for the event.

For the event, DPW personnel was divided in to two groups. One group attending on the first day with the remaining personnel attending on the second day. This was to avoid removing all personnel from duty at the same time.

On each day of training, six training stations were set up. Each training station covered a separate topic of training. In addition to the six training stations, a breakout training session on Reasonable Suspicion was conducted for Supervisory personnel.

In addition to the training stations, a Mini Excavator obstacle course had been constructed to provide personnel with a hands on challenge.

It should be noted that the driving simulator had once again been scheduled to be onsite during the event. However, the Safety Officer was informed on the day prior to the event that the simulator would not be on location due to a positive COVID-19 test result on the simulator operator.

The following is a brief description of each training station and mini excavator course:

Station A: Bucket Truck Operation and Safety

Trainer: Mike Pietrantonio  
Delaware County Electric Cooperative  
Delhi, NY

The bucket truck owned by Delaware County DPW was brought onsite to be utilized during training. This provided operational and safety training on equipment currently utilized by the department.

Safety Days 2021 Summary Report.docx

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### Station B: Salt Applications

Trainer: Susan McIntyre  
Commissioner  
Delaware County DPW

This training provided personnel with a background on the evolution of winter maintenance, recent research, and today's standards for maintaining roadways. In addition, the training reviewed the current departments policy for keeping County roads free of ice and snow during the winter season. The training further covered deicing material controls mounted in trucks, winter maintenance records, treatment selection and application rates. The training further covered spread patterns, salt effectiveness at various temperatures, treatment types, cutting edges, potential health and environmental impacts of chloride.

### Station C: Stop the Bleed

Trainer: Mark Rossley  
Delaware County Department of Emergency Services

This training covered the reasons personnel should obtain stop the bleed training, personal safety, the ABC's of bleeding control, and bleeding control for adults and children. The training further covered the use of tourniquets.

### Station D: Pre-Trip Inspections

Trainer: Alexandra Powers  
Automotive Mechanic II  
Delaware County DPW

This training station provided guidance on what CDL drivers should check during a pre-trip inspection. It further covered why it is important for all drivers to conduct a pre-trip inspection. The training discussed that conducting a pre-trip inspection could identify components that are in need of repair prior to entering the roadway which could reduce down time and costly repairs.

### Station E: Blind Spots

Trainer: John Douglas  
Associate Safety & Health Inspector  
NYS Department of Labor  
Mine Safety Training Program, Division of Safety & Health

This training provided an insight in to the dangers of blind spots when operating vehicles or equipment. The training discussed injuries and deaths as a result of back over and run over accidents due to blind spots. The training further discussed the importance of a universal hand signal system when personnel are guiding vehicles in to an area. The training further included safety factors for the driver to follow such as putting the vehicle in reverse when backing and not just letting the vehicle "roll" backwards.

### Station F: DOT Inspections

Trainer: Lawrence Johnson  
Motor Vehicle Inspector  
NYS DOT

This training covered proper load securement and what an inspector is looking for during a roadside inspection. Delaware County DPW provided trucks with a loaded trailer attached for the training. Mr. Johnson conducted walk around inspections on the equipment with each group to identify safety concerns and/or improper load securement. Mr. Johnson further discussed how to inspect securement chains and or straps for defect and rating.

### Station G: Reasonable Suspicion for Supervisors

Trainer: Roger Cuva and David Bloodgood  
New York Municipal Insurance Reciprocal (NYMIR)  
Wright Public Entity

This training was a breakout training for Supervisor's. The training was conducted for one hour on each training day. Supervisor's, Foreman, and straw bosses were scheduled to attend the breakout training. The training covered the recognition of behaviors in personnel that may indicate the use of illegal drugs or alcohol while on the job.

### Mini Excavator Challenge Course

Two mini excavator challenge courses were set up at the entry to the event. The courses were constructed in the same manner. Participants were assigned to either Excavator A or Excavator B to compete in a friendly "hands on" competition. Participants had to complete three challenges in this event. The first challenge was to pick up a pail of water that was attached to a cross bar hanging on a rack. The pail was filled to the top with water and contained 6 swimming rubber ducks. Operators had to pick the bar containing the hanging pail of water off the stand, swing it to the side, set it down in a pallet that had a 1/2" larger hole than the pail sawed out, pick it back up and hang it back on the rack, without spilling water and without any ducks sloshing out. The second challenge of the course, the operator had to pick a softball off of a road cone, swing the bucket out and drop the ball into a target. There were a total of three road cones containing a soft ball on top. The target was constructed of 3 different sized pipes and the operator tried to drop the ball in the smallest pipe for the most points. The third challenge of the course, the operator had to navigate a soccer ball through an outlined course and shoot the ball through the goal using the bucket of the machine. In addition to a scoring system, operators were also timed. Operators had to complete the challenge within 12 minutes. If the operator did not complete the challenge within 12 minutes, a zero-point value was given for the remaining challenge(s). Operators were further given points for proper mounting of the equipment, seatbelt worn and dismounting.

## Training Stations

Training sessions were scheduled 40 minutes in length. At the end of each 40-minute increment, a blow horn was utilized to signal groups on to their next training station. The mini excavator challenge was scheduled in 15-minute increments.

Each training station had an additional sign in sheet for personnel. This helped to ensure personnel attended all training sessions.

On the first day of training 43 DPW participants and one outside municipality Highway Superintendent attended the training.

For the mini excavator challenge, 15 attendees competed on Excavator A, with 17 attendees competing on Excavator B. Final scores ranged from one perfect score of 150 by a DPW employee down to a score of 25 by a DPW employee. It should be noted that not all persons assigned to the excavator challenge had ever operated similar equipment.

Those receiving the highest score on each excavator challenge was awarded a free sweatshirt. Of the two winners, the winner with the highest score was further awarded a large jar of mixed gum and candies.

On the first day of training, 8 supervisory personnel attended the break-out Reasonable Suspicion for Supervisor's training.

On the Second day of training 44 DPW participants and one outside municipality Highway Superintendent attended the training.

For the mini excavator challenge, 19 attendees competed on Excavator A, with 16 attendees competing on Excavator B. Final scores ranged from one perfect score of 150 by a DPW employee down to a score of 50 by a DPW employee.

Prizes were awarded in the same manner as day one for winners of the excavator challenge.

On the second day of training, 8 supervisory personnel attended the break-out Reasonable Suspicion for Supervisor's training

During the event, participants were treated to morning refreshments which included coffee, hot chocolate and donuts. At the conclusion of training, participants were treated to lunch which included Bar-b-que chicken, baked beans and macaroni salad from Brook BBQ in Oneonta. All food and refreshments were sponsored by NBT Insurance.

At the conclusion of training on each day, participants were asked to complete a training evaluation form. Completed forms would be reviewed to gather information and suggestions for future training events. The first half of the evaluation form asked participants if they would agree, remain neutral, or disagree with statements. The second half of the evaluation form asked participants for personal opinion on proceeding questions. 35 evaluation forms were completed on day 1 with 37 being completed on day 2. The following is a summary of the completed and submitted evaluation forms for both days of the event:

Item 1: Participation and interaction were encouraged:

- 29 Strongly Agreed
- 36 Agree
- 7 Remained Neutral
- 0 Disagreed

Item 2: The topics covered were relevant to me:

- 19 Strongly Agreed
- 32 Agree
- 18 Remained Neutral
- 3 Disagreed

Item 3: Trainers were knowledgeable on topics being covered:

- 36 Strongly Agreed
- 32 Agree
- 4 Remained Neutral
- 0 Disagreed

Item 4: The training experience will be useful in my work:

- 26 Strongly Agreed
- 31 Agree
- 11 Remained Neutral
- 4 Disagreed

Item 5: The time allotted for training sessions was sufficient:

- 26 Strongly Agreed
- 37 Agree
- 8 Remained Neutral
- 1 Disagreed

Item 6: Participant schedule and training locations easy to follow:

- 37 Strongly Agreed
- 31 Agree
- 4 Remained Neutral
- 0 Disagreed



The following items found on the evaluation form asked for personal opinion:

Item 7: What did you like most about this training:

- All
- Blind Spots
- Excavator
- Class lengths
- Individual stations/Layout
- Learned new stuff
- Salt
- Seeing what all of DPW personnel do
- Talk with other coworkers
- Training not all day
- Training outside of work environment
- Bucket truck
- DOT
- Good topics
- Learning about different equipment and safety
- More of a hands on and visual training
- Weather
- Lunch

Item 8: What topic of training did you find most informative:

- All (7)
- Blind Spots (6)
- Bucket Truck (5)
- DOT (27)
- Pre-Trip (6)
- Salt (4)
- Reasonable Suspicion (3)
- Stop the Bleed (1)
- Lunch (1)

Item 9: What aspects of today's training could be improved:

- Blind Spots
- DOT
- First Aid
- More hands on
- More time
- None
- Pre-Trip. – Do physical walkthrough
- Show how to improve salt usage and snow plowing
- Stuff other than road crews
- It was all well done
- When showed stuff and then told can't have
- Weather
- Angie's coffee

Item 10: What additional topics of training would you like to see in the future:

- Brake adjustment class
- Chainsaw
- More equipment challenges
- Salt
- What to do in the event of accident or emergency
- Backhoe
- First Aid
- Flagger Safety
- Forklift
- Hydraulics
- More hands on
- More Safety Meetings
- Simulator

Item 11: Please share other comments:

- Adding bucket truck was great idea
- Too much food
- Very informative. Learned things that I didn't know. Very interesting
- Awesome time
- Very good
- Well done
- Take horn away from Angie
- More challenging equipment course

At the conclusion of each training day, a closing meeting was held. Those attending the meetings included trainers, Safety Officer, General Foreman, Deputy Commissioner, and Sr. Auto Parts Clerk. The closing meetings were held to facilitate discussion on recommendations and concerns that trainers may have encountered during training sessions. Some of the items tabled include the following:

- More vehicles equipped with First Aid kits
- It was suggested that DPW adopt a universal hand signal program for personnel to utilize when guiding drivers/operators who are turning around, backing or moving equipment.
- Schedule FA/CPR/AED Training
- Schedule walk around inspections with DOT for mechanic personnel
- Bucket truck – Should have bucket rescue pack. In addition, it was recommended that bolts be marked with a paint pen to make it easier to monitor for loosening bolts.
- Tourniquets for FA kits

Further discussion was held regarding MSHA training requirements. John Douglas informed the group that if there is a processing plant on the premises, MSHA training is a requirement for personnel. In addition, if using equipment to load a truck in a mine, MSHA training is required.