

**MONTGOMERY-OTSEGO-SCHOHARIE SOLID WASTE MANAGEMENT AUTHORITY
OPERATIONS COMMITTEE MEETING**

DATE: July 22, 2009
LOCATION: MOSA Administrative Complex, Howes Cave

Members Present:

Philip Skowfoe, Chair
John Thayer
David Parker (late)

Others Present:

Martha Clarvoe
John Mattas
Olga Podmajersky
Harold Vroman
Edward Wesnofske
Chris Chale

Gilbert Chichester
Steve Rothrock
Jason Crowell
Dennis Heaton
Mark Robarge
Bob Loske

1. Opening

Chairman Skowfoe opened the meeting at 1:08 p.m.

2. Approve Minutes of Prior Meetings June 8 and June 24, 2009

Mr. Skowfoe asked if there were any comments or changes to the minutes; as there were none, Mr. Thayer made a motion to accept the minutes and Mr. Skowfoe seconded.

3. Approve Agenda

Mr. Thayer made a motion to accept the agenda; Mr. Skowfoe seconded.

4. Review of OTS Structural Repair Bids

Mr. Chichester advised that one (1) bid had been received from Tioga Building Company in the total lump sum amount of \$137,740.

Mr. Thayer asked if this project would be a total fix. Mr. Chichester advised that it would be. The proposal calls for repairs to the transfer station to include, wind trusses, posts, and shoring as well as a push wall.

Mr. Skowfoe reviewed the bid documents and asked about a start date for the project. Mr. Thayer asked if there was a required completion date. Mr. Chichester advised that the completion date in the bid was stated as September 30, 2009. Mr. Crowell advised that all the work would be done off hours from the time of 3:30 p.m. until midnight, Monday through Friday, as requested in the bid and that work could start as soon as approval was received. He went on to say that the duration of the project would be 6 – 7 weeks and that on average, there would be 6 workers on the job.

Ms. Podmajersky asked if the repairs would get rid of the scaffolding currently being used at the site. Mr. Chichester responded that it would.

Mr. Crowell advised the committee that Tioga Building Company did the last two jobs at the transfer station; repair of the tip floor and the guano removal and installation of the temporary barriers.

Mr. Thayer asked if the proposal called for pulling out and replacing the entire wall. Mr. Crowell responded that the bid calls for a structural engineer to review the site after the wall is taken down and before reconstruction can begin. Mr. Chichester added that historical drawings are available to the engineer and the contractor.

Mr. Skowfoe asked what the cost would be in the worst case scenario. Mr. Crowell responded that the engineer will decide what needs to be done and that he could not venture a guess as to what the cost would be without knowing the engineer's recommendations.

Mr. Thayer suggested sending the resolution to the full board, but added that the money used for these repairs would take away money from defeasance.

Mr. Skowfoe asked if the scaffold could be left in place for now with no repairs being made. Mr. Crowell responded that the scaffold could be left in place for some time.

Mr. Thayer made the motion to send the resolution to the full board; Mr. Skowfoe seconded, but said he was not comfortable with not knowing the full cost of the repairs.

5. Review of 2010 Projects List

Mr. Chichester reviewed and explained the 2010 project list that he had gotten from Steve Rothrock. He advised that Steve would like direction from the board on snow removal.

Steve talked about his philosophy and whether it fit the organization. He asked if anyone had any comments on the project list.

Mr. Thayer asked for clarification with regard to the current system of snow removal and if each site had a dedicated snow removal person. Steve responded that currently, some sites do snow control tasks. They are the Schoharie Transfer Station, Oneonta Transfer Station and Northern Transfer Station. There is one person who relates to sanding at Amsterdam Transfer Station and Western Transfer Station, with each site having IT plows for the backhoe. He would like each of the sites to be self-sufficient. In order for that to happen, they would need some additional equipment.

Mr. Chichester advised that previously a pick-up truck was used for plowing and sanding; however, the trucks got little other use and ended up rotting away. That is why they went to IT sanders.

Mr. Skowfoe asked Steve if he had researched local plowing contractors for rates; Steve responded that he had not. Mr. Skowfoe asked him to do so as he would prefer hiring a contractor over the cost of the sanders.

Mr. Skowfoe then suggested checking with local municipalities to see if they would be willing to enter into an agreement to plow the sites. Steve advised that MOSA buys a load of salt each winter and keeps it in the City's shed, which is across the street from the Oneonta Transfer Station. Mr. Thayer stated that the sites already have the equipment and do their own plowing, they just don't have sanders; we would only have to contract for sanding.

Mr. Wesnofske remarked that inter-municipality agreements would not serve the Authority well. He went on to say that their municipal obligations always must come first and that MOSA would be their last priority. Mr. Chichester advised that there had been an insurance issue when trying to get someone to plow and sand the Northern Transfer Station. Insurance is very expensive for a private party to plow a public highway. When he tried to work with the County, the County clearly stated their priorities.

Mr. Thayer asked about the availability of the sanders; Steve responded that they were in stock.

Steve advised that at the Eastern Landfill they only needed to get in and out for leachate; there are no customers at the site, so using a contractor there might be a possible solution.

Mr. Thayer stated that he didn't think you could get a contractor the \$3500 per season and that we were better off getting the equipment. There is at least a 5-year life span on a sander and that is a better deal than a contractor for 5 years.

Mr. Thayer made the motion to allow the purchase of the sanders and to hire a contractor for the Eastern Landfill site. Mr. Parker seconded the motion and on voice call the committee unanimously approved.

Mr. Thayer advised that he would contact Thomas DiMezza, Supervisor for the Town of Amsterdam, regarding the possibility of the town plowing the Eastern Landfill site. Mr. Chichester remarked that we would need a firm commitment from the town before the winter.

Mr. Chichester asked if the balance of the list could be discussed later as he wanted to discuss the flare replacement and some other items before the board meeting. The committee agreed to do so.

6. Flare Replacement

Mr. Chichester reviewed Resolution 35, which would authorize the replacement of the flare at the Eastern Landfill, and the estimate received from Landfill Service Corporation. He went on to advise the committee that the work would be done as economically as possible.

Mr. Parker asked who would judge the appropriateness of the installation by in house staff. Mr. Chichester responded he had been advised that there is a shut-off for the gas and if there is a problem, Landfill Service Corporation could be called in to do the installation.

Mr. Parker suggested deleting the last "Whereas" of the resolution (barring any unforeseen complications, the replacement flare can be installed by MOSA's Building and Grounds staff) and leaving the rest as it is.

Mr. Thayer asked Steve if he had looked at the flare; Steve advised that he had. Mr. Thayer then asked if he thought his staff could perform the installation. Steve questioned whether or not the butterfly valve worked properly because a member of his staff had suggested it may not. He went on to say that if the valve does work properly it could be done by his staff; however he does have concerns with them doing the installation. Mr. Wesnofske asked if the valve was metal; Steve advised that it was plastic and stainless steel. Mr. Thayer asked if the installation would take 2 men all day and if so, he suggested it would probably expend the same amount of money as if the Landfill Service Corporation did the work. Steve agreed the installation would take 2 men all day to complete if all went well and his main concern is gas flow.

Mr. Wesnofske asked if the gas flow had been measured. Mr. Chichester responded that this same company did the flow test on their first visit. Mr. Wesnofske stated he was concerned about danger from the gas as a health and breathing issue. Steve agreed that is a concern in the shut off doesn't work properly. Mr. Skowfoe suggested wearing a mask while doing the installation. Mr. Wesnofske asked if anyone on the staff had done this before. Mr. Chichester responded that none of the staff at MOSA are certified for either confined space or respirator use.

Mr. Thayer made the motion to have Landfill Service Corporation perform the installation of the flare, to correct the dollar amount in the resolution to \$5,700.00 and to recommend the resolution to the full board; Mr. Parker seconded and on voice call the motion was unanimously supported.

7. Tarping Stations

Mr. Chichester handed out Resolution #39, Authorizing the Executive Director to Engage Cornerstone Engineering PLLC for Design Service Relative to the Construction of a Tarping Structure at the Amsterdam Transfer Station, as well as a letter from the engineering firm on the scope of work.

Mr. Skowfoe remarked that he didn't like the estimated construction cost of \$90,000. Mr. Chichester advised that this would have to go to bid and that Resolution #39 was only for the design and bid document preparation, not the actual construction.

Ms. Podmajersky asked what the cost was for the design and bid document; Mr. Chichester responded the cost is \$13,900, which also includes Phase 2 – Bidding and Construction Related Services.

Mr. Mattas reminded the board that a year ago Carbis estimated a cost of \$80,000 for total installation, engineering and site work.

Ms. Clarvoe remarked that it was her understanding we were holding on capital projects because of the defeasance process. Ms. Podmajersky stated that was a directive from the former Chairman, Mr. Wesnofske, to Mr. Chichester.

Ms. Clarvoe then asked why the Amsterdam site was chosen.

Mr. Parker stated that at the last Operations Committee meeting it was decided to recommend going ahead with the tarping station at the Amsterdam Transfer Station because it was the most straight forward and simplest site. He then suggested combining Phase 1 and Phase 2 with the full project and go to bid for the full package.

Ms. Chale advised that a design bid cannot be combined with a construction bid under New York State bidding law.

Mr. Thayer remarked that the only way around that was to do a RFP. Ms. Chale asked if he meant on a 120W process; he responded that it was. Ms. Chale stated that it would depend on what was to be done. Mr. Thayer responded that it would be tarping stations for tarping trailers. Mr. Parker added that they would be permanent structures. Ms. Chale responded that the 120W process is there for Solid Waste Management because we have more complex needs and questioned if the project would be appropriate for a RFP, as she was not sure that it was. She further advised that it is a much more complicated process than a bid and suggested going to bid.

Mr. Skowfoe remarked that as the proposal is good for 60 days, he would like to hear from Carbis and get their numbers.

Mr. Thayer moved to table Resolution #39 and Mr. Skowfoe seconded. On voice vote the motion carried unanimously.

Discussion continued about Carbis and the fact that their tarping stations are prefabricated; therefore eliminating the need for a design bid. Mr. Parker stated that the tarping stations are prefabricated, eliminating the need for their design; however, there would still need to be a project design.

Ms. Chale stated that she would need to know more about what was needed and the components of the design before being able to give further direction. She questioned whether or not a design engineer was necessary for the project. Mr. Parker stated that an engineer was needed for more than just advising where to put the tarping station; he would be needed for advising how to put it together structurally and how to protect it. Mr. Wesnofkse asked Ms. Chale if the bond indenture would have issue with not having an engineer involved to certify the project. Ms. Chale asked if it was considered equipment and was something on the trailer or if it were structural. Mr. Skowfoe explained that it would be constructed on the ground on two sides such that a trailer could drive through the middle and two people could walk down the sides to tarp the trailer.

Mr. Chichester responded that he had spoken with Carbis in the past and would look for the documentation on their estimated cost of a prefabricated tarping station; which did not include site preparation. He went on to say that either pillars or a slab would need to be placed prior to installing the prefabricated tarping station and the project would still be in the range of \$70 – 80,000. He stated that he would look in his records for the documentation from them and if he could not locate it he would contact them again. Mr. Chichester went on to say that regardless of this, it is not something we can buy off the shelf, a specification and site preparation will still be necessary and we will still have to go to bid in order to purchase this. He went on to say that he would do as directed by the committee and suggested Ms. Chale may have further insight.

Mr. Parker asked Mr. Chichester if the engineer, Ernest Ruckert, was the engineer they had worked with in the past as he did not recognize the engineering firm's name. Mr. Chichester responded that he was and that he was now working for Cornerstone. Mr. Parker remarked that it was not a fly by night company.

Mr. Skowfoe stated that the committee would let Mr. Chichester research this and get back to them.

8. Crane Repair

Steve Rothrock reported on the various option of repairing the crane at the Amsterdam Transfer Station. A copy of his report is attached to these minutes.

Mr. Wesnofske asked where the cracks were relative to the head. Steve advised they were on the main boom. Mr. Thayer asked if this was from regular wear and tear; Steve responded that they were. He went on to say that he has information from the crane manufacturer as to what cracks are acceptable. Mr. Wesnofske asked if the repaired cracks were a concern; Steve advised that they were, but it depends on the use and stress put on the area. Mr. Parker asked who repairs the cracks; Steve advised that the heavy equipment mechanic, Skip Darrach, does the welding. Mr. Skowfoe asked if he was certified; Steve responded that he was not.

Mr. Mattas inquired if there was a procedure for documenting maintenance of welding, etc. Steve advised that a work order is created in each instance. Mr. Mattas asked if he could provide a maintenance log; Steve advised that he could.

Mr. Mattas questions why it would take two weeks to complete the repairs.

Mr. Skowfoe remarked that he had looked at the crane and the old pedestal. He believes the old pedestal may be usable.

Steve advised that the ring and bearing are one unit (an assembly) and are not available separately; therefore, both would need to be replaced if that was the chosen option.

Mr. Skowfoe stated that he would like to see the specs and diagrams before making a decision.

Mr. Chichester remarked that the committee had requested a report from Steve on what he believed were the repair options and he had provided it.

9. OTS Recycling Building

Mr. Chichester reported that Otsego County had filled in the hole in the tip floor with blacktop but there are other issues that need to be addressed with the building.

Mr. Skowfoe asked if the ceiling and truss damage had been addressed with the contractor who caused the damage. Mr. Parker stated that he would address that at the Otsego County Solid Waste Committee meeting if that was the wish of the committee.

Mr. Parker made a motion to bring the issue before the Otsego County Solid Waste Committee and Mr. Skowfoe seconded.

10. Other Business

None was brought forth.

11. Closing

Mr. Thayer moved to adjourn the meeting and Mr. Parker seconded. The meeting adjourned at 2:12 p.m.

Respectfully Submitted,

Judith Beeler,
Confidential Secretary