



MEMORANDUM

TO: Public Works Committee
FROM: Harvey E. Straswnyder, Jr., P.E., Director of Public Works
SUBJECT: Meeting of July 26, 2016
DATE: July 21, 2016

HES
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There will be a meeting of the Public Works Committee on Tuesday, July 26, 2016 at 8:00 a.m. **in the conference room located on the second floor of the north end of the County Administration Building at 107 North Kent Street, Suite 200.** The agenda thus far is as follows:

1. Review the following carry forward requests:
 - a. Landfill - \$25,000 (Attachment 1)
 - b. Refuse Collection - \$9,300 (Attachment 2)
 - c. Inspections - \$12,560 (Attachment 3)

2. Miscellaneous Reports:
 - a. Tonnage Report: Landfill
(Attachment 4)
 - b. Recycling Report
(Attachment 5)
 - c. Animal Shelter Dog Report:
(Attachment 6)
 - d. Animal Shelter Cat Report
(Attachment 7)

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Attachments: as stated

cc: file



MEMORANDUM

TO: Public Works Committee

FROM: Steve Frye, Landfill Manager 

THROUGH: Harvey E. Strawsnyder, Director of Public Works

SUBJECT: Carry Forwards to 2016/2017

DATE: July 15, 2016

We are requesting that the following funds be carried over from the 2015/2016 budget into the new 2016/2017 budget. The total amount of this request is \$ 25,000 and is itemized as follows:

12-4204-3004-04 Repair and Maintenance - Generators

We are requesting that \$15,000 be carried forward and allocated to line item 12-4204-3004-04. These funds will be used to cover costs associated with repairing the chiller on the landfill gas treatment skid. Work for this repair was originally scheduled for the first part of June, but due to weather conditions and other conflicts the work has been deferred and is scheduled to be completed in July.

12-4204-9001-00 Lease and Rent of Equipment

We are requesting that \$10,000 be carried forward in this line item. Landfill management has decided to dispose of the backup 826 C trash compactor that is currently in the equipment fleet. This machine has become unsafe to operate, and based on the limited use it would be more costly to repair than to rent a replacement during periods that one of the primary compactors is down for repair.



MEMORANDUM

TO: Cheryl Shiffler
Director of Finance

FROM: Harvey E. Strawsnyder, Jr., P.E.
Director of Public Works

RE: Carryforward Request; FY 15/16
Capital Purchase

DATE: July 12, 2016

The purpose of this memo is to request that a total of \$9,300 be carried forward from Refuse Collection line item 10-4203-8006-00 (*Construction Vehicles and Equipment*) in the FY 15/16 budget to line item 10-4203-8006-00 in the FY 16/17 budget. Funds will be used to relate one 30-yard recycling container which is in disrepair and will be taken out of service. Funds for this purchase were eliminated from the FY 16/17 budget.

If you have any questions, please do not hesitate to contact me at Extension 8219.

/gmp

cc: file



COUNTY of FREDERICK

Inspections Department

John S. Trenary, Building Official
540-665-5650
Fax 540-678-0682

TO: Harvey E. Strawsnyder, Jr., P.E., Director of Public Works
THRU: John Trenary, Building Official/Code Administrator
FROM: Amy L Feltner, Plans Examiner
SUBJECT: Request for Finance Carry Forward
DATE: July 20, 2016

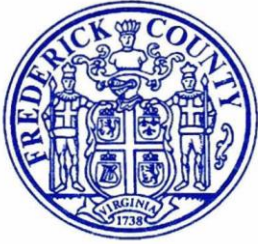
The large format scanner currently used by the inspections department is outdated. Maintenance and repair options are obsolete. Working with the IT Department, we found a more economical and reliable scanner that also offers an affordable solution to our current scanning procedures.

The proposed scanner is offered through a 60-month lease in the VITA contracts for \$598.63 (five hundred ninety eight dollars and sixty three cents) per month. In addition, a software purchase is needed to automate the scanning process. This software will be a onetime estimated purchase cost of \$5160.00 (five thousand one hundred sixty dollars) and includes fees for training/setup. Our 2016/2017 budget does not include the monthly leasing cost nor needed funds to purchase the software, therefore, I am requesting a carry forward of funds in the amount of \$12,560 (twelve thousand five hundred sixty dollars) from our 2015/2016 budget into our 2016/2017 budget year. Funds to be carry forward to the following line items:

34010-000-9001-000 (lease/rent of equipment)	\$ 7,400.00
34010-000-5413-000 (other operating supplies)	<u>\$ 5,160.00</u>
	\$12,560.00

Funds to support this would be transferred from unencumbered funds from FY 16 Inspections Department budget.

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MEMORANDUM

TO: Public Works Committee
FROM: Harvey E. Strawsnyder, Jr., P.E., Director of Public Works *HES*
SUBJECT: Monthly Tonnage Report - Fiscal Year 14/15
DATE: July 21, 2016

The following is the tonnage for the months of July 2015, through June 2016, and the average monthly tonnage for fiscal years 03/04 through 15/16.

FY 03-04:	AVERAGE PER MONTH:	16,348 TONS (UP 1,164 TONS)
FY 04-05:	AVERAGE PER MONTH:	17,029 TONS (UP 681 TONS)
FY 05-06:	AVERAGE PER MONTH:	17,785 TONS (UP 756 TONS)
FY 06-07:	AVERAGE PER MONTH:	16,705 TONS (DOWN 1,080 TONS)
FY 07-08:	AVERAGE PER MONTH:	13,904 TONS (DOWN 2,801 TONS)
FY 08-09:	AVERAGE PER MONTH:	13,316 TONS (DOWN 588 TONS)
FY 09-10:	AVERAGE PER MONTH:	12,219 TONS (DOWN 1,097 TONS)
FY 10-11:	AVERAGE PER MONTH:	12,184 TONS (DOWN 35 TONS)
FY 11-12:	AVERAGE PER MONTH:	12,013 TONS (DOWN 171 TONS)
FY 12-13:	AVERAGE PER MONTH:	12,065 TONS (UP 52 TONS)
FY 13-14:	AVERAGE PER MONTH:	12,468 TONS (UP 403 TONS)
FY 14-15:	AVERAGE PER MONTH:	13,133 TONS (UP 665 TONS)
FY 15-16:	AVERAGE PER MONTH:	13,984 TONS (UP 851 TONS)

MONTH	FY 2014-2015	FY 2015-2016
JULY	14,029	15,019
AUGUST	13,585	13,853
SEPTEMBER	13,274	14,103
OCTOBER	14,339	14,095
NOVEMBER	11,194	13,053
DECEMBER	12,132	13,589
JANUARY	10,297	11,191
FEBRUARY	9,369	12,240
MARCH	12,768	15,058
APRIL	14,826	14,563
MAY	16,461	15,198
JUNE	15,321	15,845

RECYCLING REPORT - FY 15/16

<u>MONTH</u>	<u>GLASS</u>	<u>PLAST</u>	<u>AL CANS</u>	<u>STEEL CANS</u>	<u>PAPER</u>	<u>OCC</u>	<u>SHOES</u>	<u>TEXTILE</u>	<u>ELEC</u>	<u>SCRAP</u>	<u>TOTAL</u>
JUL	80,860	40,800	11,220	7,580	102,320	81,200	2,520	3,160	21,660	226,280	577,600
AUG	78,120	37,240	3,525	6,955	109,900	79,533	1,160	3,140	43,240	225,901	588,714
SEP	79,020	34,400	3,505	7,395	99,320	71,200	1,220	2,640	62,780	193,600	555,080
OCT	73,600	32,180	3,381	7,992	92,620	75,540	1,420	3,000	16,640	183,160	489,533
NOV	66,420	32,420	3,230	7,250	109,100	78,040	1,860	3,000	50,360	171,040	522,720
DEC	82,760	35,280	3,795	9,505	130,320	97,620	1,460	1,920	33,740	142,663	539,063
JAN	69,520	29,140	3,825	7,815	95,440	86,180	880	2,420	31,000	120,680	446,900
FEB	70,600	38,380	3,960	8,575	84,660	72,890	800	2,020	14,900	109,760	406,545
MAR	86,400	33,620	4,611	10,300	115,300	81,010	1,540	2,740	70,900	243,560	649,981
APR	63,500	36,360	3,225	7,145	81,560	78,740	1,660	3,140	34,560	250,400	560,290
MAY	71,680	34,160	3,290	7,410	124,120	86,840	1,020	1,780	35,940	236,100	602,340
JUN	97,060	44,320	4,510	9,330	130,400	85,700	1,680	2,640	64,680	273,200	713,520
TOTAL	919,540	428,300	52,077	97,252	1,275,060	974,493	17,220	31,600	480,400	2,376,344	6,652,286
FY 14-15	895,600	407,703	40,060	97,515	1,272,660	893,380	25,900	23,540	532,283	1,890,729	6,079,370
FY 13-14	904,780	417,090	39,399	99,177	1,281,105	902,701	15,230	22,650	611,580	1,639,225	5,932,937
FY 12-13	913,530	410,338	45,086	102,875	1,508,029	878,450	15,020	24,680	502,680	1,321,938	5,722,626
FY 11-12	865,380	398,320	43,884	99,846	1,492,826	840,717	8,200	29,720	484,600	1,432,678	5,696,171
FY 10-11	949,185	378,452	42,120	98,474	1,404,806	824,873	18,420	23,280	467,920	1,220,107	5,427,637
FY 09-10	1,123,671	370,386	42,844	96,666	1,235,624	671,669	21,160		435,680	1,348,398	5,346,098
FY 08-09	762,810	322,928	23,473	55,246	1,708,302	564,957	28,780		404,760	1,097,151	4,968,407
FY 07-08	794,932	284,220	15,783	40,544	1,971,883	545,692	0		498,110	1,172,880	5,324,044
FY 06-07	600,464	200,720	11,834	29,285	1,684,711	441,321	0		382,574	550,070	3,900,979
FY 05-06	558,367	190,611	12,478	28,526	1,523,162				381,469	204,220	2,898,833
FY 04-05	549,527	193,224	11,415	27,525	1,552,111				273,707	25,080	2,632,589
FY 03-04	541,896	174,256	11,437	31,112	1,443,461				156,870	336,230	2,695,262
FY 02-03	413,627	146,770	9,840	23,148	1,381,195				62,840	171,680	2,209,100
FY 01-02	450,280	181,040	10,565	25,553	1,401,206				54,061	58,140	2,180,845
FY 00-01	436,615	198,519	10,367	24,988	1,759,731					9,620	2,439,840
FY 99-00	422,447	177,260	10,177	22,847	1,686,587					44,180	2,363,498
FY 98-99	402,192	184,405	9,564	22,905	1,411,950					48,810	2,079,826
FY 97-98	485,294	136,110	13,307	29,775	1,830,000						2,494,486
FY 96-97	373,106	211,105	23,584	46,625	1,690,000						2,344,420
FY 95-96	511,978	167,486	28,441	44,995	1,553,060						2,305,960
TO DATE	13,875,221	5,579,243	507,735	1,144,879	32,067,469	7,538,253	149,930	155,470	5,729,534	14,947,480	81,695,214

FREDERICK COUNTY ESTHER BOYD ANIMAL SHELTER FY 2015-2016

DOG REPORT

MONTH	ON HAND AT FIRST OF MONTH	RECEIVED AT KENNEL	BROUGHT IN BY ACO	BITE CASES	BORN AT KENNEL	ADOPTED	RECLAIMED	DISPOSED	DIED AT KENNEL	ESCAPED/ STOLEN	CARRIED OVER NEXT MONTH
JULY	44	36	28	1	0	23	29	3	0	1	53
AUG	53	22	41	0	0	36	29	5	0	0	46
SEP	46	18	32	0	0	30	31	5	1	0	29
OCT	29	30	33	2	0	31	21	1	0	0	41
NOV	41	35	18	1	0	28	22	6	0	0	39
DEC	39	32	30	0	0	47	21	3	0	0	30
JAN	30	29	16	0	0	31	21	1	0	0	22
FEB	22	25	28	2	8	25	21	0	0	0	39
MAR	39	31	27	1	0	34	25	3	0	0	36
APR	36	35	27	1	0	32	27	4	0	0	36
MAY	36	39	35	1	0	38	33	2	0	0	38
JUN	38	46	35	2	0	35	40	4	0	0	42
TOTAL	453	378	350	11	8	390	320	37	1	1	451

In the month of June - 121 dogs in and out of kennel. 1 dogs transferred to the SPCA, 2 dog transferred to rescue, 1 dogs transferred to Clarke County.

FREDERICK COUNTY ESTHER BOYD ANIMAL SHELTER FY 2015-2016

CAT REPORT

MONTH	ON HAND AT FIRST OF MONTH	RECEIVED AT KENNEL	BROUGHT IN BY ACO	BITE CASES	BORN AT KENNEL	ADOPTED	RECLAIMED	DISPOSED	DIED AT KENNEL	ESCAPED/ STOLEN	CARRIED TO NEXT MONTH
JULY	104	204	27	1	0	41	0	183	12	1	99
AUG	99	225	29	1	15	38	4	213	2	0	112
SEP	112	210	17	1	7	32	3	205	11	0	96
OCT	96	240	16	5	3	33	5	185	21	0	116
NOV	116	101	6	1	0	32	0	96	10	0	86
DEC	86	104	6	0	0	39	2	59	3	0	93
JAN	93	52	6	0	0	19	2	63	2	0	65
FEB	65	42	6	3	0	29	2	29	0	0	56
MAR	56	75	7	1	0	29	1	36	0	0	73
APR	73	100	12	2	15	29	3	56	3	0	111
MAY	111	184	48	4	2	24	0	174	6	0	145
JUN	145	210	34	3	0	28	2	276	5	1	80
TOTAL	1156	1747	214	22	42	373	24	1575	75	2	1132

In the month of June - 392 cats in and out of shelter.