

**DEPARTMENT OF  
ENGINEERING,  
PUBLIC WORKS & FACILITIES  
MANAGEMENT**

---

**2020 Budget Presentation**

# Director's Office

2

<b>DIRECTOR'S OFFICE</b>				
<b>Description</b>	<b>2019 Adopted Budget</b>	<b>2019 Modified Budget</b>	<b>2019 Expenditures</b>	<b>2020 Budget Request</b>
Salaries	64,565	64,565	64,564.80	65,316
Other Expenses	17,500	17,500	12,183.31	9,700
<b>Total</b>	<b>82,065</b>	<b>82,065</b>	<b>76,748.11</b>	<b>75,016</b>

# Division of Engineering Accomplishments 2019

3

- **Bureau of Engineering:**

- Public Works Projects including 2019 Road Resurfacing Project (approx. 24 miles) in 15 municipalities; Intersection of Mountain Avenue with Meile Place/Chatham Road in Summit; Mountain Ave. Minor Bridge Project in Berkeley Heights, W.R. Tracy Bridge Project in Mountainside, and Bridge Improvement Program Project in various municipalities; Dam Repair Project in various Parks.
- Parks and Recreation Projects including completion of the Ashbrook Clubhouse Project, the Cedar Brook Park Artificial Turf Field Project, and the Wheeler Spray Park.
- Facilities Projects including ongoing support of the Courthouse Fire Code Project.

- **Bureau of Geographic Information Systems**

- Maintain, manage and support a countywide asset management system with 20,000 assets and over 100 users. Maintain, manage and support School Crisis Mitigation system with 230 schools and over 400 law enforcements users. Maintain, manage and support GIS public website with 4,000 certified tax maps, sex offender database and support several staff in the Prosecutor's office. Create GIS maps and support GIS operation for 21 municipalities and keep our parcel layer with 160,000 parcels up to date. Support and maintain Board of Election maps, road resurfacing maps, road sign database with 20,000 signs, county road video logs and county park asset. Support and manage over 150 computers within the PW Department, including upgrade and troubleshooting.

- **Bureau of Traffic Safety and Maintenance**

- Provide traffic control design and implementation for over 30 miles of road for Annual Resurfacing operations. Conducted Traffic Safety Assessments for UC and its municipalities. Assisted municipalities via our Mutual Aide/Shared Services Program with pavement striping, signage and vehicle decals. Provided consultation related to depositions, interrogatories in regard to tort claims and law suits. Assisted UC Departments with event banner installations. Also signage for UC Municipal Aid Grant Program and UC Deer Management Program. Continued maintenance of sign inventory system. Continued with roadway sign and striping maintenance. Collection of Traffic Date on all County roads.

# Engineering Initiatives 2020

4

- **Bureau of Engineering**

- Public Works projects including 2020 road resurfaces (approx. 18 miles) in 15 municipalities; traffic signal projects at intersection of Lamberts Mill Road and Rahway Avenue in Westfield, and at intersection of West Broad Street and Scotch Plains Avenue in Westfield; Hawk Pedestrian Signal Project at S. Michigan Avenue and Quinton Street in Kenilworth; Short Hills Avenue Minor Bridge Project in Springfield, Lawrence Avenue Minor Bridge Project in Mountainside, Shunpike Minor Bridge Project in Springfield, East Hazelwood Avenue Bridge Scour Protection Project in Rahway, Hamilton Street Bridge Scour Protection Project in Rahway, Passaic Street Bridge in New Providence, Gordon Street Bridge Project in Roselle/ Roselle Park, Stelle Avenue Bridge Project in Plainfield, Irving Street Bridge Project in Rahway, Lower Road Minor Bridge in Linden, Dill Avenue Bridge in Linden and the Pemberton Avenue Minor Bridge Project in Plainfield.
- Parks and Recreation and Facilities projects are planned to be executed by the engineering bureau. The particular projects will be as identified by the respective groups.

# Continued

5

- **Bureau of Geographic Information Systems**

- We will continue to maintain, manage and support countywide asset management system with 20,000 assets and over 100 users, School Crisis Mitigation system with 400 law enforcement users, GIS public website with 4000 certified tax maps, drug free zone maps website for the UC Prosecutors Office, sex offender database and support several staff the Prosecutors office, Create GIS maps and support GIS operation for 21 Municipalities and keep our parcel layer with 160,000 properties up to date. Support and maintain Board of Election maps, Road resurfacing maps, Road Sign database with 20,000 signs, County road video logs and county park asset. Support and manage over 150 computers within the Engineering, Public Works & Facilities Management Department including upgrade and troubleshooting.

- **Bureau of Traffic Safety and Maintenance**

- Plan to provide traffic control for 20 miles paving operations. Continue Traffic Safety Assessments for municipalities, mutual aid via the Striping and Sign Program. Continue to assist UC Departments with event banner installs, to maintain sign inventory, to upgrade sign and striping along UC roadways. Plan to obtain video log for all 173 miles of county roads, to collect data from Bridge Heights and Truck volumes, to provide consultation related to tort claims and law suits, to provide signage for UC Aide Grant Program and UC Deer Management Program. Plans to upgrade line striping paint operations to long life Thermoplastics, and to enhance worker/public safety via Radar Speed Notification signage and lighted Stop/Slow Paddles.

# Division of Engineering

6

<b>ENGINEERING</b>				
<b>Description</b>	<b>2019 Adopted Budget</b>	<b>2019 Modified Budget</b>	<b>2019 Expenditures</b>	<b>2020 Budget Request</b>
Salaries	1,121,498	1,121,498	1,091,196.42	1,184,415
Overtime	12,000	12,000	7,314.77	12,000
Seasonal	8,500	8,500	5,750.00	8,500
Other Expenses	447,000	447,000	390,680.74	452,000
<b>Total</b>	<b>1,588,998</b>	<b>1,588,998</b>	<b>1,494,941.93</b>	<b>1,656,915</b>

<b>Request for promotions for 13 employees</b>	<b>Total</b>	<b>45,500</b>
<b>Request for Funding Changes for 1 employee from MV to County</b>	<b>Total</b>	<b>6,789</b>

# Division of Facilities Management Accomplishments 2019

7

- **UC Courthouse Rotunda-Fire Code Violation, HVAC and ADA Accessible Elevator Upgrade Project**
  - Project commenced in March 2018. Asbestos abatement, Fire Sprinkler Piping, HVAC Ductwork & Equipment, Elevator upgrade work and Painting was performed. All existing Drop-Ceilings, Lighting and Flooring was replaced. Project was completed in December 2019.
- **New Annex-Jury Assembly Room**
  - Framing, HVAC Ductwork & Equipment, Fire Sprinkler Piping, Fire Alarm wiring and construction of Women & Men Restrooms have been completed. Installation of the Drop-Ceiling, Ceiling Tiles, Lighting, Entrance/Emergency Exit Doors and Flooring have been completed. Room opened to the public in August 2019.
- **Administration Building**
  - Carpeting was replaced on the entire 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Floors.
- **Albender/Bank Building Complex**
  - Construction of the 4<sup>th</sup> Floor space in the Bank Building section for the relocation of the Division of Youth Services was completed in April 2019.

# Continued

8

- **Unami Park**

- Renovation of both the Men's and Women's Restrooms were completed.

- **Bureau of Print Services**

- Completed 2,378 print/sign/paper requests from Nov. 30, 2018 – Nov. 30 2019 for Union County, 20 Municipalities and various non-profit Agencies.
- Printed over six million impressions from Nov. 30, 2018 – Nov. 30, 2019.
- Printed and assembled 443+ Banners from Nov. 30, 2018 – Nov. 30, 2019.
- Invoiced \$45,105.74 from Nov. 30, 2018 – Nov. 30, 2019 to various Townships, non-profit and Government Agencies.
- Continued to research and utilize cost effective equipment and materials for signs, banners and printing. Successfully upgraded Print Services with modern, up-to-date quality digital Printers.
- Successfully replaced Wide Format Flatbed Printer due to end of life.
- Modernized to a more capable Folding Machine.
- Secured a new innovative print/cut solution.
- Upgraded aging Computer Systems, design and production software.
- Implemented a reliable Digital Inkjet Printer for b/w envelope printing.
- Greened Print Services by phasing out old, outdated Printing Presses



# Division of Facilities Management Initiatives 2020

9

- **Administration and New Annex Buildings**

- Installation of a Kitchen Ventless Hood Fire System to comply with NJ State Fire Code mandates in both Cafes. Design plans have been approved by the City of Elizabeth. Hoods and associated materials have been ordered. Project is expected to be completed by early 2020.

- **Cultural & Heritage Affairs**

- Installation of new Windows and Shutters continues. Project is expected to be completed by the Spring of 2020.

- **UC Courthouse Rotunda & Tower Stairwell Egress & Fire Upgrade Project**

- The Rotunda portion of Project was completed in December 2019.
- Tower Stairwell Egress & Fire Upgrade Project is expected to commence in January 2020.

# Continued

10

- **Administration Building**

- Upgrade of both HVAC systems is expected to be completed by the Fall of 2020.

- **UC Courthouse**

- Replacement of the Entrance/Exit Doors at rear (Atrium) entrance will commence and be completed in the spring of 2020.
- Upgrade of the (3) Tower Elevators will commence in January 2020. Project is expected to be completed in late 2020 or early 2021.

- **Parks**

- Restroom renovation of Public and Employee restrooms will continue.

- **Bureau of Administrative Support**

- Researching a more efficient online digital ordering system.
- Add Sign Shop requests to this new system.
- Implement a Shipping System for Township deliveries.
- Modernize to an updated Numbering/Perforation Machine.
- Upgrade our capabilities by adding a Scoring and Slitting Machine.
- Streamline production by adding a Banding Machine.

# Division of Facilities Management

<b>FACILITIES MANAGEMENT</b>				
<b>Description</b>	<b>2019 Adopted Budget</b>	<b>2019 Modified Budget</b>	<b>2019 Expenditures</b>	<b>2020 Budget Request</b>
Salaries	7,425,708	7,425,708	6,756,616.80	7,638,306
Overtime	300,000	300,000	297,270.47	300,000
Seasonal	9,600	9,600	4,544.00	9,600
Other Expenses	8,291,600	8,291,600	7,378,910.93	8,297,350
<b>Total</b>	<b>16,026,908</b>	<b>16,026,908</b>	<b>14,437,342.20</b>	<b>16,245,256</b>
<b>Request for promotions for 19 employees</b>			Total	43,750
<b>Request for 2 new positions - Bldg. Maint. Worker</b>			Total	70,436

# Accomplishments

## Public Works 2019

12

- **Bureau of Roads & Bridges**

- In 2019 the Bureau filled and repaired hundreds of potholes. Minor and major road surface repairs and preventive maintenance were completed throughout the county. Repairs to related infrastructure on county roadways were performed such as sink holes and storm line failures. The County's 340 lane miles of roadway were swept approximately twice per month as per our Sweeping Schedule. Vegetation maintenance was performed as required. The County's 4,564 inlets and catch basins were cleaned and or inspected twice per year, as scheduled. Repairs were made as required. Union County's 386 bridges and culvers were inspected and maintained as needed. Beam Guide Rail was repaired as needed. Weather related events including snow & ice were managed, staffed and tackled during and following each occurrence. There were approximately 1,300 tasks completed related to snow and ice removal during this time frame.
- During County sponsored recycling events, the Bureau provides assistance through personnel and equipment. Assistance was provided to the Office of the County Clerk with hauling records to the incinerator from various agencies and municipalities throughout the County. Assistance was also provided to the County Police in hauling confiscated drugs to the incinerator for destruction.
- The Bureau of Roads & Bridges, Welding Shop performed fabrication projects for various agencies such as, Park Maintenance, U.C. Department of Public Safety, Bureau of Shade Tree & Conservation, Bureau of Heavy Equipment and Truck Repair as well as repairs and modification to DPW Equipment.

# Continued

13

- The Bureau of Roads & Bridges assisted the Bureau of Shade Tree & Conservation through the use of personnel and equipment with all operations of the U.C. Leaf Compost Facility in Springfield. This work included receiving leaves and related materials for composting. Forming windrows and turning as required followed by moving materials to make sure for Union County's 2019 Leaf Removal Program. Site maintenance and cleanup was performed throughout the year.
- Routine inspections and preventive maintenance and priority repairs of bridges, culverts and parapets were conducted throughout the county. Graffiti removal was performed at various locations. Priority repairs are evaluated, scheduled and repaired via reports from DOT, Consulting Engineers and supervising staff member of this bureau.
- The Bureau of Roads & Bridges, Welding Shop performed fabrication projects for various agencies such as, Park Maintenance, Public Safety, Bureau of Shade Tree & Conservation, Bureau of Heavy Equipment and Truck Repair as well as repairs and modification to DPW Equipment.
- The Bureau of Road & Bridges completed in excess of 2,400 work requests during the past year. This included various services and mutual aid assistance to all Divisions, Agencies and Municipalities.

# Continued

- **Bureau of Inspections**

- During 2019 the Bureau issued 544 roads and curb permits, collected \$158,031.30 in permit fees and \$210,415.75 in refundable bond fees, for a total of \$368,447.05
- 
- The Bureau provided continuous monitoring of curb installations, and roadway and right-of-way excavations to ensure proper restoration and compliance with county specifications. This Bureau also provided personnel for snow removal operations.
- 
- In addition to Roads & Bridges Inspectors, the Bureau personnel also include the Department's Safety Coordinator, who scheduled safety programs to ensure compliance with Local, Federal and State regulations. Examples of these regulations are: OSHA and Hazcom Right to Know Compliance, Commercial Driver's Licensing, CDL Medical Certifications, Storm Water Management, and Work Zone Safety.
- 
- In-house training was also performed. Examples of this training are: chainsaw, forklift, backhoe and bucket truck operations, fire extinguisher, ladder usage, and proper flagging techniques. The reporting and recording of all departmental employee injuries and motor vehicle accident issues also fall under this Bureau. Other safety training added in 2018 was, training in the precautions of slip and fall, lifting techniques, PPE (personal protective equipment) and defensive training.
- 

- **Bureau of Shade Tree & Conservation**

- This year the Bureau has concentrated on completing all requests and to date the Bureau has completed over 2,000 work orders. We continue to remove any dead trees along County roads and all of the County parks. As of this year we removed around 200 trees in our park system, and any trees that were blocking our rivers. There have been more than 500 trees removed due to safety and over 700 trees have been trimmed. These trees were mainly identified through requests from the public as well as county personnel. This year the Bureau completed a large request for tree trimming and removal in Scotch Plains, Elizabeth, Plainfield, Cranford, Clark and Roselle Park. The Bureau to promote arboriculture and the preservation and planting of shade trees with the county.
- 
- The Bureau continues to work with the local electrical companies removing trees and limbs that are located in the power lines and as a result of this work the Bureau has been able to complete large number of requests and complaints.
- 
- The Shade Tree Bureau assisted with mutual aide to Summit, Mountainside, Roselle, Union and Garwood just to mention a few, in removing large trees and hanging branches. The Bureau also loaned equipment to assist municipalities in their duties.

# Continued

- The Bureau addressed concerns of trees in various parks: Cedar Brook – received request from park supervisors concerning playground area and walking paths, and this year all requests have been completed throughout the park, Echo Lake – this year the bureau removed 50 dead trees located over the playground areas, and Rahway Park – the bureau had substantial requests for work orders on trees. All work has been completed.
- 
- Each year the Bureau of Shade Tree & Conservation plants 150 trees throughout the county along the county roadways. This is done yearly due to the amount of trees that were removed or decay or storm damage.
- 
- **Bureau of Mosquito Control**
- Mosquito Control completed 266 tasks related to ditch maintenance at 55 locations in need of cleaning prior to the start of our surveillance and treating season.
- 
- The 2019 mosquito surveillance season began March 1. Early cool temperatures this spring kept the mosquito population at a lower level at first but it skyrocketed during the month of June and remained high until the middle of September. The abundance of rain during rapid rainfall totals really changed the specie populations. Flood water mosquitoes were low in number compared to woodland marsh water mosquitoes. WNV numbers ran at a 10 year low here in New Jersey. On the other hand, EEE took off to historic numbers both in pool detection and human cases of which one was here in Union County.
- 
- This season was monitored by twenty three semi-permanent New Jersey light traps for trends and populations. Our portable traps were used to locate the mosquito vectors of West Nile Virus. 20 separate trappings were performed for this purpose. 241 separate “pools” were submitted for WNV testing to the NJ State PHEL- Labs in Trenton for testing with 34 “pools” as positive for the WNV virus and 1 EEE pool. All 21 municipalities in Union County had a least one positive pool of WNV virus mosquitoes. U.C. Bureau of Mosquito Control currently has 500 identified and catalogues sites registered with the NJ State PHEL Labs in Ewing Township, NJ.

# Continued

16

- This bureau handled 522 complaints for 2019. There were 772 spray locations during 20 adulticiding operations conducted during evening hours to control adult populations of mosquitoes. There were 7,426 tasks completed for 2019. This includes the work the inspectors do on a daily basis to control breeding at the source in several locations throughout Union County where standing water cannot be eliminated. The Bureau also incorporated new methods of treatment for larviciding, both to become even more efficient and to keep resistance under control.
- 
- The Bureau is offering “Barrier” treatment for problem yards of individual home sites. This process involves the use of a backpack blower that sprays a mist of a barrier pesticide that dries down in an hour and leaves a residue that can provide active mosquito control for up to 12 days. So far, the Bureau has received positive feedback with the results, 114 barrier treatments were performed during the 2019 season.
- 
- Our staff attended several public outreach venues in order to educate the public to the health risks and public nuisance of mosquitoes and how to prevent breeding of them.
- 
- Union County Mosquito Control continues to successfully employ the use of I-Pads in all of our work orders on Cartegraph.
- 
- A new lab, separate from the offices of Mosquito Control, was utilized in 2019 season. This will enabled the Bureau to perform all of the identifying and sampling of mosquitoes in a better controlled and sanitary environment for all.
- 
- **Bureau of Heavy Equipment & Truck Repair**
- There were 660 repair work orders. This figure includes the repair, of in-house work performed by the Bureau. This Bureau repairs all county-owned heavy equipment and large fleet of trucks utilized by the Division of Public Works and Park Maintenance. Within this Bureau there are hydraulic and diesel mechanics. The Heavy Equipment shop has also made repairs to equipment for towns within Union County. This year we had 2 mechanics attend vehicle scanner training provided by Snap-on, and 2 mechanics attend sweeper training provided by Timmerman Equipment.



# Continued

17

- **Bureau of Recycling and Planning**
- **2019 Recycling Event Accomplishments**
- Recycling Initiative for Seniors – a senior-based Recycle Right education program was developed to educate seniors to Recycle Right and help remove plastic bags from the recycling stream. Twelve (12) presentations were completed in 9 municipalities at various senior citizen centers and senior living locations. Residents were provided with giveaways as well as portable “recycling bin” bags to make recyclables easy to transport and unload while offering a recycling guide imprinted on the side.
- Styrofoam Recycling:
- Union County expanded recycling opportunities by implementing a Styrofoam Recycling program via municipal convenience centers. Ten (10) towns are participating in collecting the packaging foam. Bins, bags and educational brochures and signs were developed and provided by the county.
- Recycle Right: Compliance Guides for Residents and Businesses
- A new public engagement initiative to provide **Recycle Right!** brochures for residents as well as business owners was completed. These guides provide key information including recycling “Do’s & Don’ts” and recycling compliance instructions in an effort to improve compliance as well as the quality of recycling.
- Recycle Coach: After successfully launching the Recycle Coach app in every municipality in 2018, Union County capitalized on their success with an add-on education campaign whereby residents receive recycling PSA’s via the App and are prompted to answer simple recycling questions to learn to **Recycle Right**.
- Reel in and Recycle Campaign: As part of an anti-litter campaign designed to protect local wildlife such as birds and turtles who get injured by fishing line, 10 monofilament fishing line recycling receptacles were built and installed at fishing locations throughout our park system. The fishing line is sent to a company that uses it to make underwater habitats that promote healthy fish populations.
- The Bureau of Recycling and Planning continued to host various one-day recycling collection events throughout Union County. Participation in all programs increases annually.
- Tonnage data for the 2019 recycling events are as follows

# Continued

18

- **Mobile Paper Shredding** – Sponsored 15 shredding events in 2019. Participation rose to over 8,100 residents and the program successfully shredded and recycled 302,060 pounds of confidential documents. Union County’s local government document destruction program collected over 222 tons of paper!
- **Household Hazardous Waste Days** – Union County sponsored four (4) household waste events with over 2,660 just under 3,000 participants properly disposing of 130,025 129,100 lbs. of hazardous waste and additional 60,000 lbs. of universal waste. Union County continues to offer a free school lab waste program in conjunction with these events.
- **Mercury Thermostat Bounty** - in conjunction with Covanta, offered a mercury thermostat bounty program with residents receiving Home Depot gift cards for turning in mercury thermostat(s). The program was successful in collecting more than 100 mercury thermostats.
- **Smoke Detector Collection** – collection of smoke detectors at all HHW programs and year round at the Scotch Plains office, program was at an all-time high with more than 220 units being collected and properly disposed of.
- **Fluorescent Bulbs** – - Over 30,000 feet of fluorescent bulbs were collected and recycled via nine (9) municipal drop-off locations. This is in addition to our four Household Hazardous Waste Days.
- **Tire Recycling** – 460 tires collected and recycled the highest number in five years.
- **Propane Tanks** – 332 propane tanks were collected and recycled in conjunction with our Household Hazardous Waste Day events.
- **Scrap Metal** –sponsored bi-monthly collection programs from March thru November at two drop off locations. This was the busiest year yet with over 500 yards of material recycled.
- **Motor Oil/Filters:** Union County successfully recycle 11,545 gallons of used motor oil and two (2) tons of spent oil filters via 15 municipal drop off locations.
- **Electronics Recycling** – Union County increased the number of municipal e-waste collection drop off locations to 18.
- Curby, the recycling robot visited county and municipal events, fairs, parades, schools and libraries to promote recycling and litter education throughout the county.
- Union County continued to assist public entities with shredding their confidential documents.
- CRP Agreement – In accordance with the new legislation requiring a CRP to sign off on all tonnage reports, Union County staff maintained Certified Recycling Professional accreditation and continued to serve as the CRP to seven (7) municipalities in 2019.
- Union County Recycling Aide conducted compliance assistance visits in the commercial and institutional sector to ensure businesses are in compliance with County

# Division of Public Works Initiatives 2020

- **Bureau of Roads & Bridges**

- The Bureau will continue to flush, clean, repair and survey all storm sewer inlets, catch basins and manholes on roadways throughout Union County.
- The Bureau of Roads & Bridges will continue to staff and assist all operations of the Leaf Compost Facility located at the permitted site of the former Houdaille Quarry located in Springfield.
- Street sweeping will be conducted on a monthly schedule. Roads and Facilities are scheduled to be swept twice per month, weather permitted. Rights of Way maintenance will be conducted from March through November on all County roadways.
- The Bureau's in-house paving program will provide Mutual-Aid Milling and Resurfacing services to various Municipalities, Departments and County facilities prioritized as requested through County departments, divisions, and bureaus. Requests submitted to the Bureau of Road & Bridges will commence on or about May 1, 2020.
- The Bureau will continue with all regular and priority repairs related to Roads, Bridges, Culvers and Beam Guide Rail throughout Union County.
- The Bureau will also continue with its Heavy Equipment Maintenance & Repair, Snow Equipment Maintenance & Repair, Welding & Fabrication Services not only for Bureau Equipment but extended to all Divisions, Agencies and Municipalities. The Bureau will also continue Mutual Aid Assistance and will include but are not limited to Equipment/Personnel Loans, Hauling, Debris Removal, Drainage Improvement, etc.
- The Bureau of Roads & Bridges will continue with equipment and facility maintenance conducted at the DPW facility throughout the year. The Bureau will continue with efforts to augment training and improve safety awareness for all bureau employees.

# Continued

- **Bureau of Inspections**

- The Bureau will continue to closely monitor all construction, maintenance, and repair being performed on County roads as it pertains to the proper permitting for curing, road openings, excavations and alterations, and continue to assure compliance with County specifications.
- The Safety Coordinator will continue to do more conduct training in areas, and will continue to assure compliance with Local, Federal, and State regulations. **The Bureau's goal is to become an injury and accident free workplace.**

- **Bureau of Shade Tree & Conservation**

- The Bureau will continue to maximize all its efforts in completing all work orders and put in place a plan to assist the public's complaints and concerns, along with assistance required by various Departments. The Bureau will continue to observe tree throughout the County to identify dangerous or dying trees and their condition to determine which will be in need of trimming or removal due to decay. The Bureau makes the determination of which tree may have the potential of being removed based on condition, structural integrity, life expectancy, infestations and diseases. For every tree removed the Bureau tries to replace them depending on location and condition.
- The Bureau will continue to teach the public through the Arbor Day Program about how important it is to save our trees and through the Poetry Contest, which is geared towards school age students and each year we give out 100 trees to schools for Arbor Day.
- Employees of the bureau will continue to attend safety classes and monthly tailgate safety classes which include bucket safety, stump grinder, crane operations and bucket safety along with pesticide training, electrical hazard safety programs, chainsaw safety programs, and any other program that may address their job duties.
- **The Houdaille Quarry**
- The Division of Public Works has assumed the responsibility of Leaf Collection and Composing at the permitted site of the Houdaille Quarry located in Springfield. Participating municipalities throughout Union County utilizes the facility when leaf season commences on November 1st. The County offers a reduced rate to municipalities for the recycling of leaves collected on municipal streets.

# Continued

- Approximately 150,000 cubic yards are collected annually, which are then composted and then reduced by one-third to produce compost that is screened to produce a rich top soil additive which is in demand by private contractors. The County has purchased a window turner along with a front-end loader and is in the process of purchasing a screener.
- The marketing of the end product will result in revenue dollars from in-bound material and out-bound compost being sold at market value. Yearly, this facility is expected to produce approximately 100,000 cubic yards of compost. The County has also staffed the Conservation Center with a supervisor, heavy equipment operators, and laborers to run the day to day operations which also include all required documentation.
- **Bureau of Mosquito Control**
- Union County Mosquito Control is an evolving science that requires this bureau to stay current with up to date science and technology. It also requires that staffing evolves with it. Here, in Union County, our bureau is aging and needs to replace top staffers. This will necessitate the hiring of an identification specialist that usually requires an individual in the very near future so that the succession plan could be seamless. It would give the Bureau a staff that coincides with today's standards in mosquito control.
- One of the challenges that we have is the ability to access off-road area that are known to be breeding but cannot be reached or treated by truck. We plan to obtain a trailer for the ATV so that we can get into those areas with an adulticiding machine that can be used to disperse a liquid larvicide. This is being planned in order to be more efficient and effective at knowing down those populations of mosquitoes.
- The state contract for pesticides is expiring for certain vendors, and some vendors are changing their product line so we will be seeking to keep an array of products that both continue effectiveness and avoid the possibility of resistance occurring in the insect populations of mosquitoes.
- The state contract for pesticides is expiring for certain vendors, and some vendors are changing their product line, so we will be seeking to keep an array of products that both continue effectiveness and avoid the possibility of resistance occurring in the insect population that we are treating.

# Continued

22

- Union County Mosquito Control strives to deliver the level of services that Union County residents and businesses expect and deserve of a county agency.
- Union County Bureau of Mosquito is now able to participate with the State Air Spray Program for application of pesticides via helicopter. In the event that this becomes necessary, we are prepared to file all necessary documents and procedurally complete all of the other requirements in order to fly the plan. If this does occur, we will need additional funding for the required pesticides.
- **Bureau of Heavy Equipment & Truck Repair**
- The Bureau will continue to maintain and repair all county owned trucks and heavy equipment utilized by Public Works, Park Maintenance and Houdaille Quarry. The Bureau will be sending mechanics to training when offered, by vendors such as “Snap-on” to stay updated on new technology within the industry.
- **Bureau of Recycling & Planning**
- **2020 Initiatives**
- **Earth Day 2020**
- In conjunction with the 50<sup>th</sup> anniversary of Earth Day, the Bureau will develop and promote an environmental education initiative using the #MakeOneChangeUC. Each month a new Reduce, Reuse or Recycling topic will be highlighted via an info graphic, along with education on how that change could benefit the environment and a challenge to individuals to make that change.
- **Recycling Grants to Municipalities**
- With no end in sight to the recycling economic crisis, provide grants to towns to help offset cost increases for curbside recycling or for the purchase or recycling carts. Grants would be based on population/housing units.
- **Senior Initiative**
- Continue the success of the Re cycle Right Campaign aimed at seniors and develop a broader Senior Social initiative whereby the Department of Public Works and Facilities (or other departments) would host an event for seniors at senior centers or other venues featuring Recycling, Mosquito, Public Works, Shade Tree, etc I and explain all of the services that the county provides.

# Division of Public Works

<b>PUBLIC WORKS</b>				
<b>Description</b>	<b>2019 Adopted Budget</b>	<b>2019 Modified Budget</b>	<b>2019 Expenditures</b>	<b>2020 Budget Request</b>
Salaries	2,308,320	2,308,320	2,145,107.01	2,393,753
Overtime	100,000	100,000	108,023.52	100,000
Other Expenses	51,000	51,000	49,259.82	51,200
<b>Total</b>	<b>2,459,320</b>	<b>2,459,320</b>	<b>2,302,390.35</b>	<b>2,544,953</b>
<b>Request for promotions for 17 employees</b>			<b>Total</b>	<b>47,000</b>

# Department of Engineering, Public Works & Facilities Management

<b>Dept. of Engineering, Public Works &amp; Fac. Mgmt. - Grand Total</b>				
<b>Divisions</b>	<b>2019 Adopted Budget</b>	<b>2019 Modified Budget</b>	<b>2019 Expenditures</b>	<b>2020 Budget Request</b>
Director's Office	82,065	82,065	76,748.11	75,016
Engineering	1,588,998	1,588,998	1,494,941.93	1,656,915
Facilities Mgmt.	16,026,908	16,026,908	14,437,342.20	16,245,256
Public Works	2,459,320	2,459,320	2,302,390.35	2,544,953
<b>Total</b>	<b>20,157,291</b>	<b>20,157,291</b>	<b>18,311,422.59</b>	<b>20,522,140</b>
<b>Departmental Salary &amp; Wages Total</b>	<b>11,350,191</b>	<b>11,350,191</b>	<b>10,480,387.79</b>	<b>11,711,890</b>
<b>Departmental Other Expenses Total</b>	<b>8,807,100</b>	<b>8,807,100</b>	<b>7,831,034.80</b>	<b>8,810,250</b>
<b>Total</b>	<b>20,157,291</b>	<b>20,157,291</b>	<b>18,311,422.59</b>	<b>20,522,140</b>