



TIOGA COUNTY
DEPARTMENT OF PUBLIC WORKS COMMITTEE AGENDA
October 6, 2022
9:00 am

- MINUTES APPROVAL for September 8, 2022
- FINANCIAL
 - YTD Budget Summary
- OLD BUSINESS
 - None
- NEW BUSINESS
 - Buildings and Grounds
 - Highway Department
 - Capital Projects
- MISCELLANEOUS
 - Village of Waverly building
- PERSONNEL
 - None
- RESOLUTIONS
 - Amend 2022 Budget Capital Budget Transfer Information Technology
 - Authorize Continuance of Full-Time Highway Worker (Seasonal) Position
 - Authorize Contract with Syracuse Time and Alarm Company
 - Recognizing David Ayer's 33 Years of Dedicated Service to Tioga County
 - Amend Resolution 159-22 Authorize Wage Reallocations
 - Award Contract for Cleaning Services for County Buildings
 - Authorize Purchase Of HI SCAN 5030C X-RAY System
- PROCLAMATIONS
 - None
- ADJOURNMENT



TIOGA COUNTY
DEPARTMENT OF PUBLIC WORKS COMMITTEE MINUTES
Thursday, September 8, 2022
9:00 am

- ATTENDANCE
 - Legislators
 - Dale Weston, Public Works Committee Chairman
 - William Standinger, Public Works Committee
 - Ron Ciotoli, Public Works Committee
 - Barbara Roberts, Public Works Committee
 - Staff
 - Gary Hammond, Commissioner
 - Richard Perkins, Deputy Commissioner
 - Barbara Cushman, Secretary to the Commissioner
 - Guests
 - Cathy Haskell, Legislative Clerk
 - Peter DeWind, County Attorney
 - Jackson Bailey, Budget Officer
 - Absent
 - Marté Sauerbrey, Legislative Chair
- APPROVAL OF MINUTES
 - A motion to approve the minutes as submitted for August 4, 2022 was made by Mrs. Roberts, 2nd by Mr. Ciotoli. All in favor. Motion Carried.
- FINANCIAL
 - YTD Budget Summary was shared with the committee. The department is currently well under budget.
- OLD BUSINESS
 - None
- NEW BUSINESS
 - Mr. Hammond reported on Buildings and Grounds.
 - Outside window cleaning was done at all buildings.
 - Exit signs at the Public Safety Building were repaired.
 - A bad boiler was removed at the Clerk's office. All steam lines and radiators were cut out.
 - Installed a new end panel on the generator base at the Clerk's office. The fuel tank was scraped and painted.



- Four new sink base cabinets were constructed and installed with new sinks and faucets in A, B, C, and D Pods at the Public Safety Building.
- Started the Heat/AC installation at the new ED&P offices. The main condensing unit is expected to ship soon.
- Mowing operations are ongoing.
- The drain line at the Public Safety Building kitchen was cleaned out twice. Money has been added to next year's budget to investigate and repair the piping under the concrete.
- Mr. Hammond reported on the Highway Department.
 - Ditching operations are ongoing.
 - Patching operations are ongoing.
 - Roadside mowing operations are ongoing.
 - Some creek clean out was done at various locations on West Creek Road.
 - Some driveway pipes were installed.
- Mr. Perkins gave an update on the Capital Projects
 - Bridge Preventative Maintenance Phase VIII has been completed.
 - Harnick Road Bridge is currently under preliminary design. There will be a public information meeting on October 6th.
 - Culvert program is currently under design in our offices.
 - HVAC controls at HHS Building parts have been ordered. Work is expected to begin soon.
 - 56 Main Street HVAC is currently under construction and is expected to be completed sometime in November. A change order is anticipated.
 - Chiller at Public Safety Building has been re-bid. Resolutions are included to transfer funds and award the bid.
 - Michigan Hollow Road Bridge construction is expected to start next week. Resolutions are included to transfer funds and award the construction.
 - Talcott Street Pier Repairs will be completed tomorrow.
 - Parking Lot at Public Safety Building construction is expected to begin next week.
 - Corporate Drive Reconstruction should be finished up tomorrow.
- MISCELLANEOUS
 - Mr. Hammond submitted the 2023 Capital Budget
- PERSONNEL
 - None
- RESOLUTIONS
 - Recognizing Carlton Snapp's 35 Years of Dedicated Service to Tioga County

Department of Public Works

477 State Route 96 Owego, NY 13827



☎ 607 687 0302 📠 607 687 4453 🌐 www.TiogaCountyNY.com

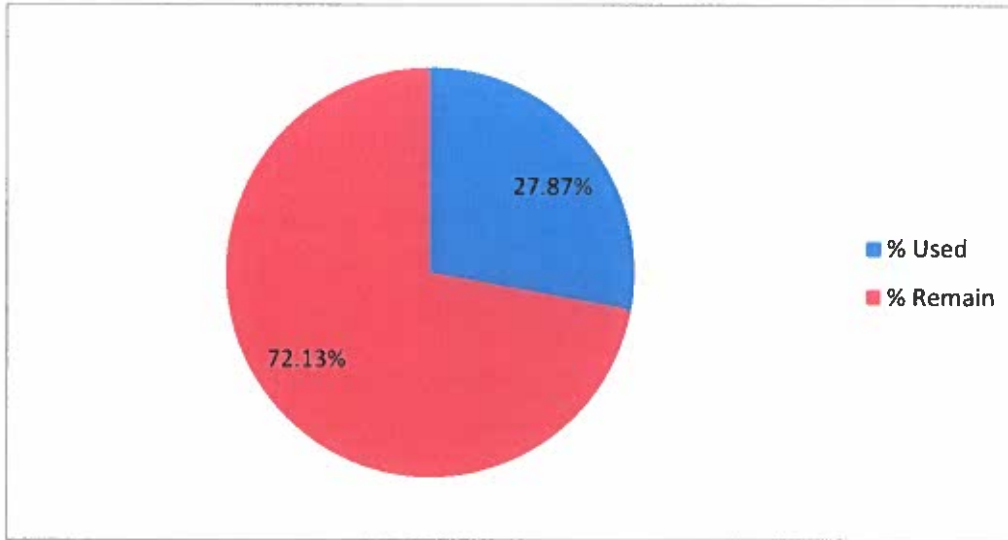
Gary Hammond, P.E. Commissioner Rich Perkins, P.E. Deputy Commissioner

- Mr. Weston (aye) Mr. Ciotoli (aye) Mrs. Roberts (aye), Mr. Standinger (aye).
Carried
- Transfer Funds from Contingency and Amend Various Energy Budget Lines
 - Mr. Weston (aye) Mr. Ciotoli (aye) Mrs. Roberts (aye), Mr. Standinger (aye).
Carried
- Award Bid for the Culvert Replacement on Michigan Hollow Road
 - Mr. Weston (aye) Mr. Ciotoli (aye) Mrs. Roberts (aye), Mr. Standinger (aye).
Carried
- Amend Budget and Transfer Funds Michigan Hollow Road Bridge
 - Mr. Weston (aye) Mr. Ciotoli (aye) Mrs. Roberts (aye), Mr. Standinger (aye).
Carried
- Award Bid for Chiller Replacement at the Public Safety Building
 - Mr. Weston (aye) Mr. Ciotoli (aye) Mrs. Roberts (aye), Mr. Standinger (aye).
Carried
- Amend Budget and Transfer Funds for Chiller Replacement
 - Mr. Weston (aye) Mr. Ciotoli (aye) Mrs. Roberts (aye), Mr. Standinger (aye).
Carried
- Approve Sole Source Repair of Generator at Public Safety Building
 - Mr. Weston (aye) Mr. Ciotoli (aye) Mrs. Roberts (aye), Mr. Standinger (aye).
Carried
- Authorize Purchase Of HI SCAN 5030C X-RAY System
 - Mr. Weston (aye) Mr. Ciotoli (aye) Mrs. Roberts (aye), Mr. Standinger (nay).
Carried
- PROCLAMATIONS
 - None
- ADJOURNMENT
 - Mr. Weston adjourned the meeting at 10:39 am

Respectfully submitted,

Gary Hammond, P.E.
Commissioner of Public Works

September 30 2022 Budget Summary



		% Used	% Remain
A1490	PW Admin	72.27%	27.73%
A1620	Building & Grounds	65.06%	34.94%
A1621	Buildings HHS	63.88%	36.12%
D5110	Maint. Roads & Bridges	69.81%	30.19%
DM5130	Road Machinery	72.43%	27.57%
H1620	Capital B&G	2.10%	97.90%
H1621	Capital HHS Building	28.21%	71.79%
H5110	Capital Roads & Bridges	27.91%	72.09%
H5130	Capital Equipment	22.15%	77.85%
	Overall	27.87%	72.13%

REFERRED TO: ITCS COMMITTEE
PUBLIC WORKS COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -22 AMEND 2022 BUDGET
CAPITAL BUDGET TRANSFER
INFORMATION TECHNOLOGY

WHEREAS: The Tioga County Information Technology and Communication Services Chief Information Officer has identified a need for maintenance of the HVAC system in the room used to house computer hardware and software at 56 Main Street; and

WHEREAS: Funds are not currently available in the A1680 540350 Office Equipment Maintenance line; and

WHEREAS: The cost identified by the Chief Information Officer is approximately \$15,000, the Department of Public Works Commissioner has authorized a transfer of funds to come from the Truck Wash Facility funds not yet appropriated in the 2022 Capital Budget; and

WHEREAS: Amending of the 2022 Budget and Transfer in and out of Capital Account lines require Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature authorizes a transfer of:

FROM:	H1620 520994 BG001Truck Wash Facility	\$15,000.00
TO:	A1680 540350 Office Equipment Maintenance	\$15,000.00

And be it further;

RESOLVED: That the Tioga County Budget Officer amend the 2022 Budget and appropriate funds to the following lines to accommodate for the transfer of Fund Balance:

FROM:	A1340 450310 Interfund Transfer	\$15,000.00
TO:	H9901 590715 Transfers	\$15,000.00

And be it further;

RESOLVED: That the Tioga County Treasurer transfer \$15,000.00 from the Capital Fund to the General Operating Fund.

REFERRED TO:

PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -22

AUTHORIZE CONTINUANCE OF FULL- TIME
HIGHWAY WORKER (SEASONAL) POSITION
PUBLIC WORKS

WHEREAS: Resolution 107-22 authorized the creation and filling of two (2) full-time, Highway Workers (Seasonal) positions (\$13.20/HR) in the Tioga County Department of Public Works for a temporary duration from April 1, 2022 – October 7, 2022; and

WHEREAS: Resolution 133-22 amended Resolution 107-22 to reflect an hourly rate of \$14.43/HR; and

WHEREAS: One of these positions remained vacant until July; and

WHEREAS: The Commissioner of Public Works would like to extend the date of the temporary position in order to adequately staff his department; and

WHEREAS: Due to said vacancy of this position, there are sufficient funds within the department's Part Time/Temporary budget line D5110.510020 to cover an extension; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the continuance of one full-time, Highway Worker (Seasonal) position in Public Works for maximum of 800 hours through November 10, 2022.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. -22 AUTHORIZE CONTRACT WITH SYRACUSE
TIME AND ALARM COMPANY

WHEREAS: Tioga County DPW requires the Fire Alarms and Security Alarms to be maintained and serviced on an annual basis throughout county buildings; and

WHEREAS: Public Works has received a proposal from Syracuse Time and Alarm Company to provide such a service at an annual cost of \$10,594.00 based on NYS OGS pricing, Group 77201, Award 201491, Contract #PT64161; and

WHEREAS: All county contracts that exceed \$10,000.00 require legislative approval; therefore be it

RESOLVED: That the Chair of the Tioga County Legislature is authorized to execute a contract with Syracuse Time and Alarm Company for \$10,594.00 to be paid out of the following accounts:

A1620.540140	\$8,294.00
A1621.540140	\$2,300.00

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -22

RECOGNIZING DAVID AYER'S
33 YEARS OF DEDICATED SERVICE
TO TIOGA COUNTY

WHEREAS: David Ayers started his employment with Tioga County as temporary Laborer of Public Works on September 6, 1988; and was hired full time permanent on December 30, 1988; and was promoted to Motor Equipment Operator I in July 1990; and was promoted to Motor Equipment Operator II in September 2000; and was promoted to Motor Equipment Operator III in January 2001; and was promoted to Heavy Equipment Operator I in October 2003; and was promoted to Heavy Equipment Operator II in May 2008; and

WHEREAS: David Ayers has been a dedicated and loyal employee in the performance of his duties and responsibilities during the past 33 years to the Public Works Department. He has earned the respect of his colleagues and peers throughout Tioga County; and

WHEREAS: Mr. Ayers is retiring on October 26, 2022; therefore be it

RESOLVED: That the Tioga County Legislature, on its own behalf, as well as on behalf of the citizens of Tioga County, express sincere gratitude to David Ayers for his 33 years of dedicated and loyal service to the residents of Tioga County; and be it further

RESOLVED: That this resolution be spread upon the minutes of this meeting and a certified copy be presented to this dedicated and outstanding employee, David Ayers.

REFERRED TO: PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -22 AMEND RESOLUTION 159-22;
AUTHORIZE WAGE REALLOCATIONS WITHIN
CSEA SALARY SCHEDULE

WHEREAS: Resolution 159-22 authorized wage reallocation within the CSEA Salary Schedule; and

WHEREAS: Upon review by the Commissioner of Public Works it was determined that a CDL-B requirement should be included in the job description for the sign maintenance worker; and

WHEREAS: Legislative approval is required for a title's wage reallocation; therefore be it

RESOLVED: That Resolution 159-22 be amended and that the following title shall be reallocated as indicated below effective October 22, 2022:

Title:	Current Wage:	New Wage:
Sign Maintenance Worker	\$18.20	\$19.70

And be it further

RESOLVED: That the employee holding the above listed title shall receive a corresponding increase to their 2022 wage effective October 22, 2022.

REFERRED TO:

PUBLIC WORKS

RESOLUTION NO. -22

AWARD CONTRACT FOR
CLEANING SERVICES FOR
COUNTY BUILDINGS

WHEREAS: The Commissioner of Public Works received bids for cleaning services for the County Buildings on Wednesday, September 28, 2022 at 11:00 AM and the bids were as follows:

Cleantec Services

Liverpool, NY

<u>COB, B&G & DPW</u>	<u>HHS & PSB</u>	<u>Clerk's, CH, CHA</u>	<u>ALL BUILDINGS</u>
\$92,608.00	\$180,494.00	\$141,907.00	\$415,009.00

GDI Services

Syracuse, NY

<u>COB, B&G & DPW</u>	<u>HHS & PSB</u>	<u>Clerk's, CH, CHA</u>	<u>ALL BUILDINGS</u>
*\$79,718.52	*\$157,495.56	*\$120,994.56	*\$358,208.64

And

WHEREAS: After the Commissioner of Public Works reviewed the bids; therefore be it

RESOLVED: That the Tioga County Legislature award the cleaning bid for all buildings to GDI Services in the amount of \$358,208.64 to be paid out of HHS Buildings Account A1621 540140 and all other buildings out of Buildings & Grounds Contracting Services account A1620 540140 for a term of two years commencing upon adoption of this resolution with price adjustment by the increase in prevailing wages at end of first year.

REFERRED TO:

FINANCE, LEGAL AND SAFETY COMMITTEE
PUBLIC WORKS COMMITTEE

RESOLUTION NO. --22

AUTHORIZE PURCHASE OF HI SCAN 5030C X-RAY
SYSTEM AND A HIPEPLUS/PZ METAL DETECTOR
USING AMERICAN RESCUE PLAN ACT (ARPA)
FUNDS

WHEREAS: The 56 Main Street Safety Committee has identified a need and submitted a recommendation to the Tioga County Legislature for the improvement of security at the Ronald E. Dougherty County Office Building located at 56 Main Street, Owego, New York; and

WHEREAS: The 56 Main Street Safety Committee has determined, after receiving quotes from State approved vendors, that the HI Scan 5030C X-Ray System US-Standard Device and a HIPEPLUS/PZ Metal Detector with antenna are the recommended X-Ray machine and metal detector to improve building security; and

WHEREAS: The HI Scan 5030C X-Ray System US-Standard, roller table and monitor increases the Ronald E. Dougherty County Office Building security posture by offering an X-Ray machine with real-time identification of high absorbing material identification causing an automatic audible alert to sound; and

WHEREAS: American Rescue Plan Act (ARPA) funding, in the amount of \$30,691.60, will be allocated from Account H1620 520911 M7674 - 56 Main Renovations. This American Rescue Plan Act funding includes \$28,111.00 for the purchase of the HI Scan 5030C X-Ray System US-Standard Device with the remaining \$2,580.60 to be used to purchase a HIPEPLUS/PZ Metal Detector with antenna model number SS101 720mm; and

WHEREAS: The Department of Public Works will purchase the HI Scan 5030C X-Ray System US-Standard Device and HIPEPLUS/PZ Metal Detector with antenna SS101 720mm; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the purchase of the HI Scan 5030C X-Ray System US-Standard Device and the purchase of a HIPEPLUS/PZ Metal Detector w/antenna SS101 720mm not to exceed \$30,691.60 from Smiths Detection 6336 Hudson Crossing Parkway, Hudson OH 44236 and Ceia USA 2202 Lakeside Blvd. Edgewood, MD 21040 respectively to be paid out of the following account: H1620 520911 M7674 - 56 Main Renovations.