

# PUBLIC WORKS COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Date: Thursday, April 30, 2020 @ 9:00 AM

Location: **Public Safety Bldg., 2<sup>nd</sup> Floor Conference Room via BOS YouTube Channel** (<https://www.youtube.com/channel/UCcfZs0H1gcOlb67vLR8g-Ow>) & **Zoom Conference Call**

Present in person: **Brick (Committee Chair)**, Ryan

Present via Zoom: **Leuer (Vice Committee Chair)**, Grant, Kehl, Roche, King, Becker, Klein

Also Present in person: C. Ketchum/Board Clerk; S. Mantelli/IT; B. Ryan, T/Warsaw; AD Berwanger, T/Arcade;

Also Present via Zoom: J. Cook/Budget Officer; J. Davis/Board Chair; D. Granger, T/Gainesville; R. Jacoby, T/Wethersfield; A. Brunner, T/Java; L.

Perez/Deputy Board Clerk (BOS YouTube Channel)

Absent:

Department Agenda Item	Discussion	Decision	Action
<b>Committee Chair's Agenda</b>			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>9:00 AM Highway &amp; Bridges w/T. Gadd &amp; K. Chmura</b>			
1. <a href="#"><u>April Work Update</u></a>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <b>Professional Service Contract: (5,001 or greater):</b> Authorize Chairman to sign SLA – Supp #3 with <b>NYS DOT</b> 50 Wolf Road, Albany, NY 12232 for BE #06 rehabilitation of <a href="#"><u>Schoellkopf Road Bridge</u></a> over Cayuga Creek, Town of Bennington, BIN 3319610; PIN 4WY0.03 for Engineering/Design and ROW for a total amount not to exceed \$391,000.00 effective 11/2/18 through 10/15/28.		Motion: Grant Ayes: 9 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>

Committee Chair Initials: \_\_\_\_\_

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Absent:

Department Agenda Item	Discussion	Decision	Action
<p><b>3. Professional Service Contract (\$5,001 or greater):</b>                      Authorize Chairman to sign <i>any or all</i> of the contracts with the following vendors for <i>Asphalt Field Density Testing</i>, as needed, based on price and availability in an amount not to exceed \$15,000.00 per contract year; effective May 1, 2020 through December 31, 2020.</p> <ul style="list-style-type: none"> <li>• <i>CME Associates, Inc.</i>, 491 Elmgrove Road, Suite 600, Rochester, NY 14606</li> <li>• <i>P-W Laboratories, Inc.</i>, 6544 Freemont Road, East Syracuse, NY 13057</li> <li>• <i>W.A. Wilson Inc.</i>, 5700 Maelou Drive, Bldg. E, Hamburg, NY 14075</li> </ul>		Motion: Ryan Ayes: 9 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:   * <b>RESOLUTION</b>
<p><b>4. Professional Service Contract (\$5,001 or greater):</b>                      Authorize Chairman to sign <i>any or all</i> of the contracts with the following vendors for <i>Hourly Hauling</i>, as needed, based on price and availability in an amount not to exceed \$18,000.00 per contract year; effective May 1, 2020 through December 31, 2020.</p> <ul style="list-style-type: none"> <li>• <i>Edward Hulme, Inc.</i>, 17 E. Buffalo St., Warsaw, NY 14569</li> <li>• <i>Hojnowski Transport</i>, 1042 French Rd., Attica, NY 14011</li> </ul>		Motion: Kehl Ayes: 9 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:   * <b>RESOLUTION</b>

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Perez/Deputy Board Clerk (BOS YouTube Channel)

Absent:

Department Agenda Item	Discussion	Decision	Action
<p><b>5. Professional Service Contract (\$3,001 - \$5,000):</b>                      Authorize Chairman to sign a contract, pursuant to General Municipal Law 104(b), with <i>The Pump Doctor</i>, 2706 Hemlock Rd., Eden, NY 14057 for the provision of repairs and service to the gasoline and diesel pumps as well as the card reader system in an amount not to exceed \$5,000.00; effective April 1, 2020 through December 31, 2020.</p>		Motion: Becker Ayes: 9 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>
<p><b>6. FYI ~ Contract (\$3,000 and under):</b>                      • <i>Overhead Door Co-Batavia.</i>, 2975 W. Main St., Batavia, NY 14021 for the provision of repairing both doors on the Stockade Building in the amount not to exceed \$3,000.00; effective March 20, 2020 through December 31, 2020.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p><b>7. <u>Annual Report</u> Discussion</b></p>	<p><i>Hwy. Supt. Gadd shared the highlights from the report...</i></p>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>9:30 AM Buildings &amp; Grounds w/K. Wiedemann, J. Ferris, M. Adamczak &amp; D. O'Geen</b>			
<p><b>1. Permission to go out to bid on the Make-Up Air Unit at the County Courthouse</b>                      • <u>Project deemed essential</u>                      • Project complete date 10/9 - 10/16</p>	<p><i>Barton &amp; Loguidice was on site yesterday completing field work.</i></p>	Motion: Roche Ayes: 9 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>

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Absent:

Department Agenda Item	Discussion	Decision	Action
<p><b>2. Professional Service Contract \$5,001 or greater:</b>                      Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <b>Thyssenkrupp Elevator Corporation</b>, 2495 Walden Avenue, Suite 600, Buffalo, NY 14225 for elevator maintenance at Wyoming County Public Safety, Courthouse and Government Center buildings in an amount not to exceed \$8,280.00 a year for three (3) years for Hydraulic elevators and \$1,512.00 a year for three (3) years for handicap lift elevators; effective April 01, 2020 through December 31, 2023.</p>	<p><b>On State Contract PS902AA</b></p>	<p>Motion: Leuer                      Ayes: 9                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p><b>*RESOLUTION</b></p>
<p><b>3. Professional Service Contract \$5,001 or greater:</b>                      Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <b>J.C. Ehrlich</b>, 505 Duke Rd, Ste. 300, Cheektowaga, NY 14225 for insect and pest control at various County buildings in an amount not to exceed \$5,782.00; effective April 1, 2020 through December 31, 2020.</p>	<p><b>They will come out May and September</b></p>	<p>Motion: Ryan                      Ayes: 9                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p><b>*RESOLUTION</b></p>
<p><b>4. Professional Service Contract \$5,001 or greater:</b>                      Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <b>Key Power Systems, Inc.</b>, 953 Creek Road, Rt. 98, Attica, NY 14011 for preventive maintenance and repairs on emergency generators at various County locations in an amount not to exceed \$10,510.00; effective June 1, 2020 through May 31, 2021.</p>	<p><b>Preventative maintenance along any emergency repairs that come up....</b></p>	<p>Motion: Kehl                      Ayes: 9                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p><b>*RESOLUTION</b></p>

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Absent:

Department Agenda Item	Discussion	Decision	Action
<p><b>5. Professional Service Contract \$5,001 or greater:</b>                      Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <b>Imperial Door Controls Inc.</b>, 85 Orisknay Drive, Tonawanda, NY 14150 for the installation of two (2) Horton Automatic door openers at the Wyoming County Health Department located at 5362 Mungers Mill Rd., Building A, Silver Springs, NY 14550; in an amount not to exceed \$5,700.00; effective May 1, 2020 through completion.</p>	<p><b>The Health Dept. can cover cost through their PH reimbursement funding</b></p>	<p>Motion: King                      Ayes: 9                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p><b>*RESOLUTION</b></p>
<p><b>6. FYI ~ Contract (\$3,000 and under):</b></p> <ul style="list-style-type: none"> <li>• <b>Johnson Controls Fire Protection</b>, 90 Goodway Dr., Rochester 14623 for the provision of five year internal pipe exam and five year obstruction inspection in an amount not to exceed \$2,000.00; effective May 1<sup>st</sup> 2020 through completion.</li> <li>• <b>S&amp;G Security Systems, Inc.</b>, 22 Main St., Street, Bloomfield, NY for the installation of panic alarms at the Kaplan Building in an amount not to exceed \$1411.00; effective May 1<sup>st</sup> 2020 through completion.</li> <li>• <b>T.P. Firestop, LLC</b>, 6725 Soper Rd., Perry NY 14530 for fire extinguisher inspections and tear down at various County Bldgs. in an amount not to exceed \$1,500.00; effective May 1<sup>st</sup> 2020 through completion.</li> </ul>		<p>Motion:                      Ayes:                      Noes:                      Absent:</p>	<p>Carried:                      Defeated:                      Referred to:</p>
<p><b>7. Request to pass a resolution for all automatic door closers to become uniform throughout County buildings using Horton Automatic HD swing door operators, SEDCO push plates and BEA transmitters.</b></p>	<p><b>M. Adamczak thought doors were all the same currently.</b></p>	<p>Motion: Kehl                      Ayes: 9                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p><b>*RESOLUTION</b></p>
<p><b>8. Procurement Card Purchase:</b>                      Used card to purchase ladder at Lowes, they are on state contract for purchasing, was 7% less than what is listed since it is on state contract.</p>	<p><b>FYI only...</b>   <b>\$378 for 26' Little Giant extension ladder used in stairwell to change light bulbs, etc. many uses...</b></p>	<p>Motion:                      Ayes:                      Noes:                      Absent:</p>	<p>Carried:                      Defeated:                      Referred to:</p>

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Absent:

Department Agenda Item	Discussion	Decision	Action
<i>45' Lift being used quite a bit @ J. Ferris.</i>			
<p>9. <i>Project Updates:</i></p> <ul style="list-style-type: none"> <li>• <i>Highway Roof</i> – work should start in May, contractor anticipating being here in June.                             <ul style="list-style-type: none"> <li>○ Reuse of old insulation?                                     <ul style="list-style-type: none"> <li>▪ No resolution to date</li> <li>▪ Hard to advertise</li> <li>▪ Unsure of Size</li> <li>▪ May need to just dumpster material</li> </ul> </li> </ul> </li> <li>• <i>Make Up Air Unit</i> – had to deem engineering portion as essential. Field work being conducted. Should be on schedule for October date at this time.                             <ul style="list-style-type: none"> <li>○ Barton &amp; Loguidice took some final measurements yesterday</li> </ul> </li> <li>• <i>DMV</i>- flooring complete in main area and employee area.</li> </ul> <p><u><i>See attached photos</i></u></p>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p><i>Discussion on courthouse build out</i></p> <p><i>The District Attorney's office space currently consists of 1, 800 sq. ft. 12-13' section wall. The build out will take 800 sq. ft. away from court system at an estimated cost of \$5,900 - \$6,000 estimate (high estimate). DA O'Geen agreed to pay for half using seized assets funding. He also hired two new employees as a result of the bail and discovery reforms implemented at the beginning of the year. DA O'Geen explained that the additional square footage from the Court system will create a net revenue deficit of \$400 per year. Supervisor Brunner, T/Java questioned prior where to house positions. Additional employees supplies also coming from seized assets. Supervisor Leuer, T/Middlebury asked if all ADA's in one location or work remotely. DA O'Geen said all will be back in the office come Monday, 5/4. No way can people work from home long term. Space in courthouse is being used as office space currently. Office of Court Administration moved one person to the second floor. Supervisor Leuer said in the interest of full disclosure the purchase of materials was preapproved - \$2,600.</i></p>			
<p>10. <i>Approval to Move Forward with Completion of DA Office Build-Out</i></p>		<p>Motion: Leuer</p> <p>Ayes: 9</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried: <b>XXX</b></p> <p>Defeated:</p> <p>Referred to:</p> <p><b>APPROVED</b></p>

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Absent:

Department Agenda Item	Discussion	Decision	Action
11. <b>Miscellaneous:</b> <ul style="list-style-type: none"> <li>• Sneeze Guards</li> </ul>		Motion: Roche Ayes: 9 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to: <b>APPROVED</b>
<i>The Emergency Operations Center has tasked M. Adamczak with estimating cost to install “sneeze guards” between employee and customer counters. Some will be temporary. \$4,985.00 est. cost. Through Robb’s glass with installation and 10 day delivery. Who’s paying for it? EOC/COVID funding. Public Health felt they may have funding but K. Standish later explained their funding would not cover.</i>			
12. <b>Miscellaneous:</b> <ul style="list-style-type: none"> <li>• Will need to have outsider come in for grease trap. Cast iron getting very rotted</li> <li>• Scoping cost to repair</li> <li>• May have a cost associate w/estimate because of camera work</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
13. <b>FYI:</b> <ul style="list-style-type: none"> <li>• Cooling towers are up and running, testing begins this week</li> <li>• Wiring done on new highway building</li> <li>• M. Adamczak spoke about May 4<sup>th</sup> &amp; 5<sup>th</sup> being International Firefighter Days and to light your house in red as the County Courthouse, Public Safety Building and Government Center will be...</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
14. <b>Purchases made through Amazon:</b> <ul style="list-style-type: none"> <li>• Currently working w/Mental Health using their account</li> <li>• Properly set up account</li> </ul>		Motion: Grant Ayes: 9 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to: <b>APPROVED</b>

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Absent:

Department Agenda Item	Discussion	Decision	Action
<b>9:00 AM Highway &amp; Bridges w/T. Gadd &amp; K. Chmura</b>			
<i>Highway update</i>			
<ul style="list-style-type: none"> <li>• Down 3 employees                             <ul style="list-style-type: none"> <li>○ They had applications HEO – 2 good candidates</li> <li>○ Lowboy operator will be re-advertised in local papers</li> <li>○ Supervisor Brunner, T/Java asked if there were others to be able to do the work</li> <li>○ Hwy. Supt. Confirmed that there was</li> <li>○ Supervisor Kehl, T/Attica reminded Hwy. Supt. Gadd of the trying times and confirmed knowing he received the memo relative to staff review and operations</li> <li>○ Hwy. Supt. Gadd stated he lies awake at night trying to think of ways to accomplish the work.. Without personnel, unable to do the work</li> </ul> </li> <li>• Supervisor Kehl talked about unmandated services</li> <li>• Supervisor Brunner, T/Java echoed everyone will be under the microscope</li> </ul>			
<b>Traffic Safety Board</b>			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Signature of Committee Chairman: p/J. Brick (minutes prepared by C. Ketchum).

Next Public Works Committee Meeting scheduled for **Thursday, May 28, 2020 @ 9:00 AM.**

Committee Chair Initials: \_\_\_\_\_