

# 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)

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Date: Wednesday, July 30, 2020 @ 10:30 AM

Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center & Zoom Conference Call. Meetings remain closed to the public.*

The public can observe via *BOS YouTube Channel* (<https://www.youtube.com/channel/UCcfZs0H1gcOlb67v1R8g-Ow>)

Present: **Brick, Leuer**, Grant, Kehl, Roche, Ryan (9:20 AM), King, Becker, Klein (10:08 AM)

Absent:

Also Present: C. Ketchum/Board Clerk; S. Mantelli/IT; J. Cook/Budget Officer; J. Davis/Board Chair; A. Brunner, T/Java (Zoom); D. Granger, T/Gainesville; A. D. Berwanger, T/Arcade (9:15 AM); L. Roberts, T/Genesee Falls (Zoom)

| Department Agenda Item   | Discussion | Decision                             | Action                                |
|--|------------|--------------------------------------|---------------------------------------|
| <b>Committee Chair's Agenda</b>  |            |                                      |                                       |
|  |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>9:00 AM Highway &amp; Bridges w/T. Gadd &amp; K. Chmura<br/>(Hwy. Supt. Gadd participated by calling in as he was paving East Arcade Road.)</b>   |            |                                      |                                       |
| 1. <a href="#"><u>July Work Update</u></a>   |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <i>Supervisor Kehl, T/Attica questioned the County's ability to legally break the 2020/2021 Snow and Ice Removal Agreement and he suggested the Co. Atty. be consulted.</i>  |            |                                      |                                       |
| <i>At 9:15 AM Supervisor Berwanger, T/Arcade entered the meeting during the below agenda item.</i>   |            |                                      |                                       |
| <i>Supervisor Berwanger suggested if a town is not interested in plowing county roads a neighboring town could contract to plow for that section of county roads. Supervisor Becker, T/Sheldon offered, "presuming there is still a budget crisis, sales tax numbers are still good." Supervisor Kehl, T/Attica hoping that his town board is in favor of going back to the 2019/2020 rates for 2021-2022. He will know after his next town board meeting. Hwy. Supt Gadd reminded all of the 20% reduction in CHIPs funding. If we do no work whatsoever, we run the risk of not getting our CHIPs funding. Supervisor Brunner, T/Java agreed with using CHIPs funding while we know the funding is available. Hwy. Supt Gadd holding back until there is confirmation by the state of a 20% reduction. Supervisor Leuer, T/Middlebury confirmed doing the same thing in Middlebury. Chairman Davis, T/Covington asked what is Saltvale Rd fiber mat? Oil and stone with a layer of fiber to hold surface "micro" cracks together. Microcrack preventative. Supervisor Kehl, T/Attica asked the Supervisors what towns are interested in reducing 2020/2021 contract. Java not interested. Supervisor King asked Hwy. Supt. Gadd how comfortable he is with messing with contracts now. The only drawback is not knowing how to budget and budget submissions are due next Friday. Committee Chair Brick, T/Perry offered to budget for what is and leave flat for next year. Supervisor Brunner, T/Java reminded Supervisors that the county does not share bed tax or sales tax revenues. \$50K is not much in a highway budget. Hwy. Supt. Gadd confirmed two questions, 2021/2022 and 2020/2021 snow and ice removal contacts. Committee Chair Brick, T/Perry asked Supervisor Roche for his input. Supervisor Roche, T/Eagle offered that the towns can afford to roll back snow and ice removal adding that Supervisors are short sighted and foolish to think highway is not mandated. Supervisor Ryan, T/Warsaw offered that towns are still getting AIM funding. Budget Officer Cook, clarified that the AIM funding is \$320K directly from county sales tax. Supervisor Brunner – What is 2020 and 20201 shortfall? \$3M plus... Budget Officer Cook was surprised the county didn't take advantage of the \$600/wk with layoffs. Back of the napkin figure, that's \$85K in savings. But the county chose not to pursue. Supervisor Ryan, T/Warsaw and BO Cook both pointed out that towns and county have to work together. Supervisor Roche said it is ironic that we are not willing to renegotiation snow but have no problem asking the Road Patrol Deputies and our Correction Officers to consider reopening negotiation of their current contract. Should we expect more from them then we are willing to give?</i> |            |                                      |                                       |

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

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Also Present: C. Ketchum/Board Clerk; S. Mantelli/IT; J. Cook/Budget Officer; J. Davis/Board Chair; A. Brunner, T/Java (Zoom); D. Granger, T/Gainesville; A. D. Berwanger, T/Arcade (9:15 AM); L. Roberts, T/Genesee Falls (Zoom)

| Department Agenda Item   | Discussion   | Decision                                    | Action   |
|--|--|---|--|
| <i>At 9:20 AM Supervisor Ryan, T/Warsaw entered the meeting during the below agenda item.</i>  |  |   |  |
| <i>At 9:21 AM Supervisor Robert, T/Genesee Falls entered the meeting during the below agenda item.</i>   |  |   |  |
| <i>At 10:08 AM Supervisor Klein, T/Castile entered the meeting during the below agenda item.</i>   |  |   |  |
| <b>2. Continue Discussion:</b><br><ul style="list-style-type: none"> <li>Snow contracts for 2021-2022 snow season are at 2019/2020 rates</li> </ul>  | <i>Reviewed and attached.</i><br><br>2020-2021 will be left as executed.   | Motion: Kehl<br>Ayes: 9<br>Noes:<br>Absent: | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>*RESOLUTION</b> |
| <b>9:15 AM Buildings &amp; Grounds w/ M. Adamczak &amp; K. Wiedemann</b>   |  |   |  |
| <b>FYI ~ Referred to 08-04-20 Finance Committee from 07-28-20 Human Resources</b><br><b>Position Fill: Buildings and Grounds</b><br>Fill one (1) position of <u>Working Supervisor</u> (1.00 FTE) (position # 043.276) on CSEA Salary Schedule B, Job Grade 10/Step 1 at an hourly rate of \$19.58/hr. Person Vacating: J. Ferris; effective July 17, 2020. Position available August 5, 2020.   | <i>Ryan Paddock to be promoted to working supervisor.</i><br><br><i>Needs someone he can depend on in the field to make simple decisions</i><br><br><i>\$22.30 currently</i> | Motion:<br>Ayes:<br>Noes:<br>Absent:        | Carried:<br>Defeated:<br>Referred to:                                      |
| <i>Supervisor Kehl, T/Attica said he has real concerns over giving a promotion, needs a better explanation. Dir. Adamczak explained that the department should have had a Working Supervisor before. The leadership over the past 12 yrs. failed to stand up for his employees plus employees were fearful of losing their jobs when asked to do out of title work, so they did it. Buildings and Grounds has been neglected for 10 yrs. Can't be at all job sites at once. \$.50 more per hour. Supervisor Kehl, T/Attica said it was poor timing when other departments may be looking at layoffs. Supervisor Leuer, T/Middlebury said Dir. Adamczak deserves to start out with some measure of success. If reorganizing the dept. involves a little bit more money... Supervisor Leuer, T/Middlebury questioned submission of a 5 yr. Capital Plan. Budget Officer Cook confirmed working with Dir. Adamczak and K. Wiedemann last year to prepare the department's 5 year plan. Talked yesterday about generator for Gov't Center campus needs new batteries \$1,000. Part of 5 yr. Plan to replace.</i> |  |   |  |

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| Department Agenda Item   | Discussion   | Decision   | Action  |
|--|--|--|---|
| <p><b>FYI ~ Referred to 08-04-20 Finance Committee from 07-28-20 Human Resources</b></p> <p style="text-align: center;"><i>Position Fill: Buildings and Grounds</i></p> <p>Fill one (1) position of <u><a href="#">Building Maintenance Mechanic</a></u> (1.00 FTE) (position # 045.032) on CSEA Salary Schedule B, Job Grade 9/Step 6 at an hourly rate of \$21.03/hr. Person Vacating: Ryan Paddock, effective August 4, 2020. Position available T.B.D.</p>   | <p><i>Jeff Ferris to be reinstated as a Building Maintenance Mechanic.</i></p> <p><b>\$21.03 currently</b></p> | <p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>          | <p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>                                      |
| <p><b>1. Appoint Michael Adamczak, 4286 State Route 39, Castile, NY 14427 to the position of Director of Buildings and Grounds; effective July 15, 2020.</b></p>   |  | <p>Motion: Becker</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>*RESOLUTION</b></p> |
| <p><b>2. Amend Resolution No. 17-478 as amended by 19-201:</b></p> <p>Authorize Chairman to sign an Amended Contract with <b>T.C.C.T Cleaning Inc.</b>, 46 North Maple Street, Warsaw, NY 14569 to reflect the following revisions: Extend the term of the contract from 10/14/2020 to 12/31/2020 for the follow buildings, Courthouse, Office of the Aging, Public Defender, Highway, Ag Center, Public Safety and Government Center. Resulting in an additional amount to be paid of \$44,111.56 in 2020 for a total contract amount not to exceed \$246,049.28.</p> | <p><i>For ease of budgeting</i></p>  | <p>Motion: Grant</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>*RESOLUTION</b></p> |
| <p><b>3. Amend Resolution No. 17-478:</b></p> <p>Authorize Chairman to sign an Amended Contract with <b>Warren's Commercial Cleaning</b>, 454 North Main Street, Warsaw, NY 14569 to reflect the following revisions: Extend the term of the contract to 10/14/2020 to 12/31/2020 for the follow buildings : Board of Elections, Public Health, Department of Social Services, and Mental Health . Resulting in an additional amount to be paid of \$13,442.90 in 2020 for a total contract amount not to exceed \$80,657.40.</p>                                      | <p><i>For ease of budgeting</i></p>  | <p>Motion: Grant</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>*RESOLUTION</b></p> |

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|---|---|--|--|
| <p><b>4. Amend Resolution No. 20-296:</b><br/>           Authorize Chairman to sign an Amended Contract with <b>U&amp;S Services, Inc.</b>, 95 Stark Street, Tonawanda, NY 14150 to reflect the following revisions:</p> <ul style="list-style-type: none"> <li>• <i>Correct the not to exceed amount from \$7,555.00 to \$7,775.00.</i></li> <li>• All else remains the same.</li> </ul>   | <i>To correct transposed numbers</i>                                    | Motion: Roche<br>Ayes: 9<br>Noes:<br>Absent: | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>*RESOLUTION</b> |
| <p><b>5. Bid Award:</b><br/>           Authorize Chairman to award bid and sign a contract, pursuant to General Municipal Law §103, with <b>MJ Mechanical Services Inc.</b>, 95 Pirson Parkway, Tonawanda, NY 14150 for preventative maintenance on boilers and mechanicals at various County buildings in an amount not to exceed \$5,092.00; effective 07/24/2020 through 09/30/2020.</p> |   | Motion: King<br>Ayes: 9<br>Noes:<br>Absent:  | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>*RESOLUTION</b> |
| <p><b>6. Professional Services Contract \$3,001-\$5,000:</b><br/>           Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <b>Thruway Spring, Inc.</b>, 1609 Mt. Read Blvd., Rochester, NY 14606 for the installation of one (1) Tommy Gate lift gate in an amount not to exceed \$3,510.00; effective July 24, 2020 through completion.</p>        | <i>When Supervisor Tallman was here, he recommended undercoating...</i> | Motion: Ryan<br>Ayes: 9<br>Noes:<br>Absent:  | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>APPROVED</b>    |
| <p><b>7. FYI ~ Contract (\$3,000 and under):</b><br/> <ul style="list-style-type: none"> <li>• <b>Harding Plumbing and Heating, Inc.</b>, 34 North Main St., Perry, NY 14530 for repairs to the A/C unit at Highway Office building in an amount not to exceed \$184.95; effective 06/23/2020 through 06/30/2020.</li> </ul> </p>   |   | Motion:<br>Ayes:<br>Noes:<br>Absent:         | Carried:<br>Defeated:<br>Referred to:                                      |

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| Department Agenda Item   | Discussion           | Decision                                     | Action   |
|--|----------------------|--|--|
| <p><b>8. Disposition of Fixed Assets: (Permanent disposal only)</b><br/>                     Permission to surplus the following items and dispose of in the most advantageous way to the County:</p> <ul style="list-style-type: none"> <li>• One (1) F-250 tailgate and bumper</li> <li>• One (1) aluminum ladder rack</li> <li>• One (1) 8 ft. truck cap</li> <li>• One (1) 2008 Ford F-250 work truck                             <ul style="list-style-type: none"> <li>○ VIN #1FTNF20568EC97754</li> <li>○ \$20,000.00 original cost in 2008; truck is junk</li> </ul> </li> </ul> |                      | Motion: Roche<br>Ayes: 9<br>Noes:<br>Absent: | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>APPROVED</b>    |
| <p><b>9. Transfer:</b><br/> <b>From:</b> 01.34.1620.2.23001 Motor Vehicle Purchases \$5,050.39<br/> <b>To:</b> 01.34.1620.4.40508 Private Auto Repair \$3,176.20<br/>                     01.34.162.4.40510 Parts and Supplies \$1,874.19<br/> <b>Reason:</b> To cover cost of necessary accessories for new truck.</p>  |                      | Motion: King<br>Ayes: 9<br>Noes:<br>Absent:  | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>FINANCE</b>     |
| <p><b>10. Professional Service Contract \$5,001 or greater:</b><br/>                     Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <b>Kideney Architects</b>, 143 Genesee Street, Buffalo, NY 14203 for architect services for the replacement of security doors at the county jail in an amount not to exceed \$7,200.00; effective August 1, 2020 through February 28<sup>th</sup>, 2021.</p>   |                      | Motion: Ryan<br>Ayes: 9<br>Noes:<br>Absent:  | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>*RESOLUTION</b> |
| <p><b>11. Permission to go out to bid for the purchase, installation and construction of new security doors at the Wyo. Co. Jail</b></p>   | Discussion & funding | Motion: Ryan<br>Ayes: 9<br>Noes:<br>Absent:  | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>APPROVED</b>    |

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| Department Agenda Item  | Discussion  | Decision                                     | Action   |
|---|---|--|--|
| <p>12. <i>Discussion:</i></p> <ul style="list-style-type: none"> <li>• Equipment Updates                             <ul style="list-style-type: none"> <li>○ The plan was to replace the black van and 2008 F-150 in 2021</li> <li>○ Still need to update F-150 that will not pass inspection. Just as bad as F250</li> <li>○ Want to be able to do this year instead of next (action below)</li> </ul> </li> <li>• Project Updates                             <ul style="list-style-type: none"> <li>○ Highway Roof – Phase I &amp; II – Looks good</li> <li>○ Make Up Air Unit for court house on track</li> <li>○ Security Doors in Treasurer and Co. Clerk offices completed</li> <li>○ 13 different buildings to maintain</li> <li>○ Fire Training Center – will modify space for PPE’s currently being stored at Co. Highway</li> </ul> </li> </ul> |   | Motion:<br>Ayes:<br>Noes:<br>Absent:         | Carried:<br>Defeated:<br>Referred to:                                      |
| <p>12a. <i>Permission to go out to bid for the purchase of a new 4WD pickup truck with running board</i></p> <ul style="list-style-type: none"> <li>• F-150</li> <li>• F-250</li> </ul>   | Discussion & funding<br><i>State mini-bid process...<br/>                     There was some discussion over ¾ ton costing less than ½ ton...</i> | Motion: Ryan<br>Ayes: 9<br>Noes:<br>Absent:  | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>APPROVED</b>    |
| <p>13. <i>Grant Application and Acceptance:</i><br/>                     Authorize Chairman to sign a contract with <i>New York State Unified Court System</i> , 92 Franklin St., 3<sup>rd</sup> Floor , Buffalo, NY 14202 for the provision of Court Facility, cleaning, minor repairs and maintenance at the Courthouse Campus, Government Center, and Records Retention for one (1) year in a maximum amount of \$74,571.00; effective April 1, 2020 through March 31, 2021.</p>   | Contract number not yet available   | Motion: Grant<br>Ayes: 9<br>Noes:<br>Absent: | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>*RESOLUTION</b> |

*Supervisor Kehl, T/Attica asked where we stand with Danforth and the completion of the energy performance contract. Lenny is supposed to deliver paperwork on Friday. Warranty – there are some things Danforth were willing to work with us on. Any idea on savings? No because we need to pay \$5,000 M & V report.*

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|------------------------|-----------------------|--------------------------------------|---------------------------------------|
| Traffic Safety Board   |                       |                                      |                                       |
|                        | ~ Nothing to Report ~ | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

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

Next Public Works Committee Meeting scheduled for Thursday, August 27, 2020 @ 9:00 AM.

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