

## PUBLIC WORKS COMMITTEE MEETING MINUTES

Date: Thursday, November 29, 2018 @ 1:00 PM

Present: **Davis**, Kehl, Tallman, Leuer, May, Ryan

Absent: **Grant**, Brick

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; A. D. Berwanger/Board Chair; D. Farberman/Human Resource Director; K. Granger, T/Castile

Department Agenda Item	Discussion	Decision	Action
<b>Committee Chair's Agenda</b>			
1. <b>FYI:</b> Change the date of the December 27, 2018 Committee Meeting to Thursday, December 20, 2018 at 1:00 p.m. due to the holiday season.	<i>Date change is the privilege of the Committee Chair ~ no action required.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>1:00 PM Highway &amp; Bridges w/T. Gadd</b>			
1. <b>November Work Update</b>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <b>Overnight Travel Authorization:</b> Todd Gadd to attend the NYSCHSA Winter Conference in Saratoga Springs, NY, January 21 – 24, 2019. The county vehicle will be used. Total cost: \$740.00		Motion: Leuer Ayes: 6 Noes: Absent: 2 Grant; Brick	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>
3. <b>Referred to 12/04/18 Finance Committee from 11/27/18 Human Resources Amend Salary Schedule "S":</b> <ul style="list-style-type: none"> <li>• Set Salary of Deputy County Highway Superintendent (job code 005.503) to <b>\$65,000 annually, effective November 12 19, 2018.</b> <ul style="list-style-type: none"> <li>○ Upon completion of three (3) mos. satisfactory performance and meeting pre-established goals, set salary to <b>\$70,000 annually, effective February 12 19, 2019.</b></li> <li>○ Upon completion of nine (9) mos. satisfactory performance and meeting pre-established goals, set salary to <b>\$75,000 annually, effective August 19 November 12, 2019.</b></li> </ul> </li> </ul> <p>All other compensation and benefits as stipulated in Salary Schedule "S" and associated handbook.</p>	<p><i>Although Highway is asking for an effective date of 11/19/18.</i></p> <p><i>This is not an FYI because of the correction to the dates...</i></p> <p><i>Not an additional 9 mos. / 9 mos. total.</i></p>	Motion: May Ayes: 6 Noes: Absent: 2 Grant; Brick	Carried: <b>XXX</b> Defeated: Referred to:  <b>FINANCE</b>

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

## PUBLIC WORKS COMMITTEE MEETING MINUTES

Date: Thursday, November 29, 2018 @ 1:00 PM

Present: **Davis**, Kehl, Tallman, Leuer, May, Ryan

Absent: **Grant**, Brick

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; A. D. Berwanger/Board Chair; D. Farberman/Human Resource Director; K. Granger, T/Castile

Department Agenda Item	Discussion	Decision	Action
<p>4. <b><i>Bid Award:</i></b>                      Authorize Chairman to award and sign contract with the following:</p> <ul style="list-style-type: none"> <li>• <b>Cross Carcass Removal</b>, 4758 Castle Garden, Friendship, NY 14739 for deer removal and disposal in an amount of \$100/deer; effective 1/1/19 – 12/31/19 with an optional 2 one (1) year extensions.</li> <li>• <b>Xylem Dewatering Solutions</b>, 8039 Oak Orchard Rd., Batavia, NY 14020 for two (2) Flygt 4” submersible pump in an amount not to exceed \$14,000 effective December 11, 2018.</li> </ul>		Motion: Kehl Ayes: 6 Noes: Absent: 2 Grant; Brick	Carried: <b>XXX</b> Defeated: Referred to:   * <b>RESOLUTION</b>
<p>5. <b><i>Professional Service Contract (5,001 or greater):</i></b>                      Authorize Chairman to sign SLA with <b>NYS DOT</b>, 50 Wolf Road, Albany, NY 12232 for BRBE#06 – Schoellkopf Road Bridge Rehabilitation, BIN #3319610; PIN 4WY0.03 for PE/Design and ROW for a total amount not to exceed \$95,000.00 effective through 10/15/2028.</p>		Motion: May Ayes: 6 Noes: Absent: 2 Grant; Brick	Carried: <b>XXX</b> Defeated: Referred to:   * <b>RESOLUTION</b>
<p>6. <b><i>Professional Service Contract (5,001 or greater):</i></b>                      Authorize Chairman to sign contract with <b>LaBella Associates</b>, 300 State Street, Suite 201, Rochester, NY 14614 for Schoellkopf Road Bridge, Bennington #06 PIN 4WY0.03; BIN #3319610 for Engineering, Design and ROW for a total amount not to exceed \$99,000.00 effective through contract completion.</p>		Motion: May Ayes: 6 Noes: Absent: 2 Grant; Brick	Carried: <b>XXX</b> Defeated: Referred to:   * <b>RESOLUTION</b>
<p>7. <b><i>Professional Service Contract (5,001 or greater):</i></b>                      Authorize Chairman to sign Supp #1 with <b>LaBella Associates</b>, 300 State Street, Suite 201, Rochester, NY 14614 for PM – Preventative Maintenance on 9 bridges, PIN 4WY0.01; BIN #3319440, 3321620, 3320100, 3320130, 3320200, 3320330, 3320250, 3369540 &amp; 3369830 for ROW, Construction and Construction Support for a total amount not to exceed \$87,300.00 effective through contract completion.</p>		Motion: Ryan Ayes: 6 Noes: Absent: 2 Grant; Brick	Carried: <b>XXX</b> Defeated: Referred to:   * <b>RESOLUTION</b>

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

## PUBLIC WORKS COMMITTEE MEETING MINUTES

Date: Thursday, November 29, 2018 @ 1:00 PM

Present: **Davis**, Kehl, Tallman, Leuer, May, Ryan

Absent: **Grant**, Brick

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; A. D. Berwanger/Board Chair; D. Farberman/Human Resource Director; K. Granger, T/Castile

Department Agenda Item	Discussion	Decision	Action
<p><b>8. Permission to purchase two (2) Multiquip 25KVA Generators:</b>                      Authorize Chairman to accept the <i>Sourcewell Contract</i> #052015 where Wyoming County Highway Dept. (member #94224) has the right to “piggyback” the award as an eligible member. Bid awarded to <b>Admar Construction Equipment &amp; Supplies</b>, 1950 Brighton Henrietta Townline Rd., Rochester, NY 14623 for two (2) Multiquip, 25KVA generator with trailers for a total cost of \$44,177.40 for 2019 funding effective 01/01/19 upon delivery.</p>		Motion: Tallman Ayes: 6 Noes: Absent: 2 Grant; Brick	Carried: <b>XXX</b> Defeated: Referred to:  * <b>RESOLUTION</b>
<p><b>9. Disposition of Fixed Assets:</b>                      Declare surplus and dispose the following in the most advantageous way to the county:</p> <ul style="list-style-type: none"> <li>• CO#92 – 1994 Multiquip Generator s/s# 3652673 original purchase price \$9,900.00</li> <li>• CO#93 – 1992 Multiquip Generator s/s # 3642559 original purchase price \$6,800.00.</li> </ul>		Motion: Tallman Ayes: 6 Noes: Absent: 2 Grant; Brick	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>
<b><i>\$1.3M awarded for bridge Hillside Road, in Eagle..</i></b>			
<p><b>10. Government Services Purchase Approval:</b>                      From GS-07F-102GA 4/15/17 – 4/14/22. FSC/PSC Code: 4210. Purchase Suction hose and Discharge hose with QD fittings from <b>Xylem DeWatering Solutions, Inc.</b> 8039 Oak Orchard Rd., Batavia, NY 14020 with a cost not to exceed \$5,500.00.</p>		Motion: Kehl Ayes: 6 Noes: Absent: 2 Grant; Brick	Carried: <b>XXX</b> Defeated: Referred to:  * <b>RESOLUTION</b>
<b>1:30 PM Buildings &amp; Grounds w/D. Rogers &amp; K. Wiedemann</b>			
<p><b>1. Amend Resolution No. 18-420 :</b>                      Authorize Chairman to sign an Amended Contract with <b>Feedwater Treatment Systems</b>, PO Box 439, Athol Springs, NY 14040 etc., to reflect the following revisions: To include additional service and chemicals for the testing of seven (7) hot water loops at Public Safety, the Government Center, Court House and Health Department starting immediately. The additional cost of this service will be \$1,500.00 bringing the contract amount to \$12,500.00 per year; effective through 09/30/19</p>	<p><b><i>This is an increase to the current contract of \$1,500.00 that has not been budgeted for in 2019 to include the hot water loops.</i></b></p>	Motion: Tallman Ayes: 6 Noes: Absent: 2 Grant; Brick	Carried: <b>XXX</b> Defeated: Referred to:  * <b>RESOLUTION</b>

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

## PUBLIC WORKS COMMITTEE MEETING MINUTES

Date: Thursday, November 29, 2018 @ 1:00 PM

Present: **Davis**, Kehl, Tallman, Leuer, May, Ryan

Absent: **Grant**, Brick

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; A. D. Berwanger/Board Chair; D. Farberman/Human Resource Director; K. Granger, T/Castile

Department Agenda Item	Discussion	Decision	Action
<p><b>2. Amend Resolution No. 18-026 (as amended by 18-502) as follows:</b></p> <ul style="list-style-type: none"> <li>• Correct the effective dates of the original Res. #18-026 for the contract with Waste Management of New York, LLC, 10860 Olean Road, Chaffee, NY 14030 from January 23, 2018 through January 22, 2019 to <b>February 1, 2018 through December 19, 2019.</b></li> <li>• Correct the effective dates of amending Res. #18-502 for the contract with Waste Management of New York, LLC; effective through January 22, 2019 to effective through <b>January 31, 2019.</b></li> </ul> <p>All else remains the same.</p>	<p><i>There are still questions pending (should be answered by the time committee meets)...</i></p> <ul style="list-style-type: none"> <li>• <b>The Public Safety Contract and the Ag. Center Contract clearly show 02/01/17 as the effective date.</b></li> <li>• <b>The request is correct for DSS and the Health Dept. (effective date on contract 02/01/18)</b></li> </ul> <p><i>The above has been corrected...</i></p>	<p>Motion: Kehl Ayes: 6 Noes: Absent: 2 Grant; Brick</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p><b>*RESOLUTION</b></p>
<p><b>3. Professional Services Contract \$5,001 and over:</b> Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with U &amp; S Services ,95 Stark St., Tonawanda, NY 14150 for the provision of HVAC control and preventive maintenance at DSS, Jail, Courthouse, and Health Department in an amount not to exceed \$9,224.00; effective January 1, 2019 through December 31, 2019.</p>	<p><i>There is an increase of \$600.00 to this renewal that has not been budgeted for in 2019 due to the software that was installed on 4 computers having an annual fee.</i></p>	<p>Motion: Leuer Ayes: 6 Noes: Absent: 2 Grant; Brick</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p><b>*RESOLUTION</b></p>
<p><b>4. FYI ~ Contract (\$3,000 and under):</b></p> <ul style="list-style-type: none"> <li>• <b>JC Ehrlich</b>, 2916 Walden Ave, Suite 300, Depew NY 14043, for the provision of rodent control at the Fire Training Center not to exceed \$2,000.00; effective November 1, 2018 through October 31, 2019. <b>Weekly extermination for 6 weeks then will be a monthly maintenance upon evaluation.</b></li> </ul>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p><b>5. CIP Updates :</b></p> <ul style="list-style-type: none"> <li>• Public Defender <ul style="list-style-type: none"> <li>○ Received lien releases from Hulmes.</li> <li>○ Final invoice paid</li> </ul> </li> <li>• Animal Shelter <ul style="list-style-type: none"> <li>○ Floors are complete, new kennels projected to be installed 12/1</li> </ul> </li> </ul>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p><b>6. FYI ~ Referred to 12/04/18 Finance Committee from 11/27/18 Human Resources</b> <b>Position Fill: Buildings and Grounds</b> One (1) position of Carpenter (Per Diem) (Temp) (position code 042.037); wage to be negotiated upon hire and brought back to Committee for Resolution. Person vacating: Shawn Monahan, effective November 16, 2018. Position available: December 12, 2018.</p>	<p><i>Superintendent Rogers spoke with County Highway Superintendent, Todd Gadd in regards to the possibility of utilizing highway employees temporarily for projects.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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

## PUBLIC WORKS COMMITTEE MEETING MINUTES

Date: Thursday, November 29, 2018 @ 1:00 PM

Present: **Davis**, Kehl, Tallman, Leuer, May, Ryan

Absent: **Grant**, Brick

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; A. D. Berwanger/Board Chair; D. Farberman/Human Resource Director; K. Granger, T/Castile

Department Agenda Item	Discussion	Decision	Action
<b>7. Miscellaneous:</b> <ul style="list-style-type: none"> <li>• Sound Baffles @ Ag Center in LC3</li> <li>• HVAC @ Ag Center issues                             <ul style="list-style-type: none"> <li>○ D. Roberts working w/ owner of the bldg. &amp; vendor</li> </ul> </li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Committee Chair's Agenda</b>			
<p><i>At 1:50 PM there was a motion by Supervisor May to enter an executive session to discuss the employment and performance history of a particular employee. This was seconded by Supervisor Kehl and all voted aye.</i></p> <p><i>Budget Officer Cook and Board Clerk Ketchum were excused from the meeting.</i></p> <p><i>Human Resource Director Farberman remained.</i></p> <p><i>At 1:55 PM Supervisor Brick, T/Perry entered the meeting during this executive session.</i></p> <p><i>At 2:56 PM there was a motion by Supervisor Leuer to end the executive session and continue the regular meeting. This was seconded by Supervisor Ryan and all voted aye.</i></p>			
[REDACTED]		[REDACTED]	[REDACTED]
2. Refer the 2019 proposed Salary Schedule "D" to Finance for further review.		Motion: Kehl Ayes: 7 Noes: Absent: 1 Grant	Carried: <b>XXX</b> Defeated: Referred to: <b>FINANCE</b>
<b>Traffic Safety Board</b>			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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

Next Public Works Committee Meeting scheduled for **Thursday, December 20, 2018 @ 1:00 PM.**

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

2018							
Wyoming County Animal Shelter Progress Report							
FUND 12.61.1620.2.21024							
Grant Funds	\$100,000						
County Match	\$45,371.00						
<b>BUDGET TOTAL</b>	<b>\$145,371.00</b>						
Grant Items	COST	August	September	October	November	December	MONTHLY TOTAL
Pens	\$49,637	\$0.00	\$12,341.75	\$0.00	\$0.00	\$0.00	\$12,341.75
Floors	\$45,000	\$22,500.00	\$0.00	\$0.00	\$22,500.00	\$0.00	\$45,000.00
HVAC Kennel	\$14,913	\$0.00	\$0.00	\$0.00	\$14,913.00	\$0.00	\$14,913.00
HVAC Office	\$10,380	\$0.00	\$0.00	\$0.00	\$10,380.00	\$0.00	\$10,380.00
Boiler /HVAC units	\$4,998.08	\$0.00	\$0.00	\$4,998.08	\$0.00	\$0.00	\$4,998.08
Parts, Pipes,Fittings	\$6,770	\$0.00	\$0.00	\$2,246.69	\$4,386.28	\$0.00	\$6,632.97
		\$0.00	\$260.00	\$0.00	\$0.00	\$0.00	\$260.00
	\$131,698						
<b>Building Supplies</b>							
<b>Appropriation</b>	<b>\$35,000</b>						
Interior / Exterior W	\$2,069.67		\$2,069.67	\$3,293.08			\$5,362.75
Doors	\$184.00		\$184.00	\$0.00			\$184.00
Cold Storage	\$756.00		\$756.00	\$2,716.19			\$3,472.19
Verdi Storage	\$1,000.00		\$418.00	\$94.00			\$512.00
Windows	\$1,731.00		\$0.00	\$0.00	\$1,731.00		\$1,731.00
Spray Foam	\$7,776.00		\$0.00	\$0.00			\$0.00
ROBBS GLASS	\$240.00		\$240.00	\$0.00			\$240.00
Sherwin Williams	\$378.00			\$378.00			\$378.00
Burts	\$151.77			\$151.77			\$151.77
Ace Hardware	\$320.78			\$320.78	\$123.65		\$444.43
Country Line	\$181.69			\$181.69			\$181.69
Permit	\$75.00			\$75.00			\$75.00
Montgomerys	\$92.32			\$92.32	\$90.28		\$182.60
Dumpster fee	\$397.00			\$397.00	\$375.00		\$772.00
ads	\$38.15			\$38.15			
<b>PROJECT TOTAL TO</b>	<b>\$146,907.42</b>						
<b>MONTHLY TOTAL</b>		<b>\$22,500.00</b>	<b>\$16,269.42</b>	<b>\$14,982.75</b>	<b>\$54,499.21</b>	<b>\$0.00</b>	<b>\$108,251.38</b>
<b>BUDGET TOTAL</b>							<b>\$180,371.00</b>
<b>REMAINGING</b>							<b>\$72,119.62</b>
<b>% Remaining</b>							<b>40%</b>



(A)

NOVEMBER REPORT  
Public Works Committee Meeting  
November 29, 2018

TIP Program/UPWP/CIP:

- Preventative Maintenance (P/M) CR 2 (Broughton Rd) – Final claim submitted to DOT and we are waiting on final payment.
- Bennington #14 (Schad Rd) (BRIDGE NY 2016) – Final closeout on-going.
- Preventative Maintenance (P/M) of 9 Bridges – Waiting on DOT to authorize construction to go out for bid. Anticipated bidding date early 2019.
- CR #13 (Simmons Rd) Bridge Replacement - Final Design Report was approved. Detailed design has begun.
- Bennington #6 (Schoellkopf Rd) – We lobbied for and received funding for design in the current TIP. Labella was chosen as preferred consultant (see agenda item).
- CR#14 - Liberty St Road Reconstruction (Rt. 20A to Jefferson) - survey has been completed. Preliminary design is ongoing.

Local Road Projects:  
(Road Maintenance)

- Continue driveway repairs and ditching on county roads at various locations.
- Continued boom mowing for the Towns & County (Middlebury).
- Completed culvert replacements and resets on various roads in advance of 2019 overlays.
- Completed installing 4' snow fence at various locations along county roads.
- Completed tree removals at inlet/outlets from culverts and bridges.
- Began ditching Glen Iris Rd and Denton Corners Rds.
- Began sanding and plowing of County Facilities.

Local Bridge Projects:  
(Bridge Maintenance)

- Completed concrete repairs on various county owned bridges.
- Completed annual bridge and large diameter culvert inspections.
- Completed annual gravel bar removal at Benn #5 (Burrough Rd).
- Completed installation of stone fill at various culvert locations.
- Began precasting 4'x16' 3-sided and 4'x8' box culverts.

Work for Others:

- Completed snowmobile crossing for Oatka and Tri-County Snowmobile Clubs on county roads.