

PUBLIC WORKS COMMITTEE MEETING MINUTES

Date: Thursday, December 20, 2018 @ 1:00 PM

Present: **Davis, Grant**, Kehl, Tallman, Leuer, May, Brick (2:00 PM), Ryan

Absent: A. D. Berwanger/Board Chair

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer

Department Agenda Item	Discussion	Decision	Action
Committee Chair's Agenda			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
1:00 PM Highway & Bridges w/T. Gadd			
1. <i>December Work Update</i>	<i>Reviewed and attached.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <i>Dawn's Update on TIP:</i> • 4 th Quarter	<i>Reviewed and attached.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. <i>Professional Service Contract (\$3,001-\$5,000):</i> Authorize Chairman to approve annual Support and Maintenance agreement for Pub Works with Tracker Software Corporation, Inc. PO Box 6502, Snowmass Village, CO 81615 in an amount not to exceed \$4,032.00; effective January 1, 2019 – December 31, 2019.	<i>Program tracks all highway costs</i>	Motion: Kehl Ayes: 7 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: APPROVED
4. <i>FYI – Contract (\$3,000 and under):</i> • Computer Search , 331 Audobon Parkway, Buffalo, NY 14228 for maintenance of the time clock hardware/software. Effective December 30, 2018 – December 29, 2019 for \$813.00.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
5. <i>Amend Resolution No. 17-530</i> To include the following language: Purchase and Installation of Caution Lights as well as Generators and Pumps.		Motion: Tallman Ayes: 7 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: *RESOLUTION
6. <i>Overnight Travel Authorization:</i> Todd Gadd to attend the NYSAC Legislative Conference in Albany, NY, January 27 – 28, 2019. The county vehicle will be used. Total cost: \$141.00		Motion: Leuer Ayes: 7 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: APPROVED

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<p>7. Professional Service Contract (\$3,001-\$5,000): Authorize Chairman to approve cost to reinstall the Courts telephone system plus additional items at the Highway Dept. with Matrix Communications, 126 Dwight Park Circle, Syracuse, NY 13209 in an amount not to exceed \$4,725.00 for installation and a 12 month parts & labor warranty after installation. NYS Contract #PM20910</p>		Motion: Kehl Ayes: 7 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: APPROVED
<p>8. Authorize Chairman to sign necessary documents for easements for ROW Simmons Road Bridge over Little Beards Creek (PE #02), Town of Perry. BIN 3320060; PIN # 4WY0.02.</p>		Motion: May Ayes: 7 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: *RESOLUTION
<p>9. Professional Service Contract (5,001 or greater): Authorize Chairman to sign a contract with Barton & Loguidice D.P.C. 11 Centre Park, Suite 203, Rochester, NY 14614 for EA#03 Hillside Rd Bridge replacement over Wiscoy Creek in the Town of Eagle; BIN 3319730; for Engineering/Design for a total amount not to exceed \$183,000.00 effective through contract completion.</p>		Motion: Ryan Ayes: 7 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: *RESOLUTION
<p>10. Disposition of Fixed Assets: Declare surplus and dispose the following in the most advantageous way to the county:</p> <ul style="list-style-type: none"> • Co #69 – 1997 International 4700 Dump Truck vin# 1HTSCABM0VH423257 original purchase price \$27,127.00 in poor condition. 		Motion: Tallman Ayes: 7 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: APPROVED
<p>11. Miscellaneous:</p> <ul style="list-style-type: none"> • Anyone excavating needs to be certified by sometime in May 2019. • Class Instructor wants to keep the attendance around 25/30 people because they bring pads for test taking online. • Town of Arcade and the Village of Arcade have made arrangements for their people to be certified. • 4hr. course - \$25 fee • Dig Safely teaches the course • The Human Resource Department will be asked to arrange for courses through the county to get County, Town and Village excavator operators certified. (Board Clerk Ketchum had a conversation with HR Director Farberman on 12/27/18. Co. Highway Supt. Gadd started looking into the possibility of holding classes at the Ag. Center. Director Farberman was asked to reach out to Supt. Gadd to see where HR fits into that process at this point.) 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to: \

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<p>12. FYI ~ Referred to 01-03-19 Finance Committee from 12-18-18 Human Resources</p> <p style="text-align: center;"><i>Position Fill: Highway</i></p> <p>One (1) position of Heavy Equipment Operator (position code 076.163); on CSEA Schedule B Grade 9 (\$18.57-\$20.52/hr. Person vacating: James Scott, effective November 19, 2018. Position available: January 3, 2019.</p>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>								
1:30 PM Buildings & Grounds w/D. Rogers											
<p>1. Permission to go out to bid for acoustical ceiling tiles for ceiling tile replacement project at the Courthouse.</p>	<p><i>This is a reimbursable expense through Unified Court contract. Must be completed by 3/31/2019</i></p> <p><i>Quotes are around \$5,500 to \$7,000. Will be doing both court rooms to start</i></p>	<p>Motion: Tallman</p> <p>Ayes: 7</p> <p>Noes:</p> <p>Absent: 1 Brick</p>	<p>Carried: XXX</p> <p>Defeated:</p> <p>Referred to:</p> <p style="text-align: center;">APPROVED</p>								
<p>2. FYI ~ Contract (\$3,000 and under):</p> <ul style="list-style-type: none"> • Superior Flooring , 5261 State Route 39, Castile NY 14427 for the provision of carpet removal and installation at the County Historians building not to exceed \$ 1,816.20; effective December 21, 2018 through December 31, 2018. PRC NUM 2018-014070 • GTF Plumbing, Heating and Cooling Inc, 11501 Coleman Rd, Elma, NY 14059 for the provision of back flow prevention test and inspections not to exceed \$ 1,685.00; effective December 18, 2018 through December 19, 2018 		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>								
<p>3. 2018 Appropriation:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">To: 01.34.1620.4.40002 Electric</td> <td style="text-align: right;">\$21,100.80</td> </tr> <tr> <td>01.34.1620.4.40001 GAS</td> <td style="text-align: right;">\$12,497.72</td> </tr> <tr> <td>01.34.1620.4.40005 Water</td> <td style="text-align: right;"><u>\$ 2,306.46</u></td> </tr> <tr> <td>w/any funds available</td> <td style="text-align: right;">\$35,904.98</td> </tr> </table> <p>Reason: In order to pay remaining utility bills for 2018 budget year.</p>	To: 01.34.1620.4.40002 Electric	\$21,100.80	01.34.1620.4.40001 GAS	\$12,497.72	01.34.1620.4.40005 Water	<u>\$ 2,306.46</u>	w/any funds available	\$35,904.98		<p>Motion: Grant</p> <p>Ayes: 7</p> <p>Noes:</p> <p>Absent: 1 Brick</p>	<p>Carried: XXX</p> <p>Defeated:</p> <p>Referred to:</p> <p style="text-align: center;">FINANCE</p>
To: 01.34.1620.4.40002 Electric	\$21,100.80										
01.34.1620.4.40001 GAS	\$12,497.72										
01.34.1620.4.40005 Water	<u>\$ 2,306.46</u>										
w/any funds available	\$35,904.98										
<p>4. CIP Update:</p> <ul style="list-style-type: none"> • Highway <ul style="list-style-type: none"> ○ Roof complete ○ Project has been closed with DOL • Animal Shelter <ul style="list-style-type: none"> ○ Submitted for first round of reimbursements of \$94,527.03 ○ kennels have been installed 		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>								

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Department Agenda Item	Discussion	Decision	Action
<i>At 2:00 PM Supervisor Brick, T/Perry entered the meeting during the below agenda item.</i>			
5. Referred from 12/18/18 Human Resource Committee: <ul style="list-style-type: none"> • Due to the recent attack on Sheriff Rudolph's life and contact the County Clerk's office had with this same individual over expedited processing of a pistol permit, there was discussion over security concerns in the County Clerk's office. County Clerk Pierce outlined several stress triggers that cause people to act out. Buildings & Grounds will be directed to construct a security door in the County Clerk's office that prevents the general public from entering County employee workspace, complete with a security keypad... • <i>Supervisor Kehl, T/Attica – get quotes and bring them back to committee next month...</i> 		Motion: Kehl Ayes: 8 Noes: Absent:	Carried: XXX Defeated: Referred to: <i>Approved to Proceed</i>
Traffic Safety Board			
1. Appointments/Reappointments: <div style="text-align: center;"> Traffic Safety Board Member </div> <i>Three (3) year term effective November 14, 2018 through November 13, 2021</i> <ul style="list-style-type: none"> • <i>Paul Korzelius</i> (T/Eagle) 4201 Hillside Road, Castile, NY 14427 • <i>John Hurst</i> (T/Middlebury) 51 Main Street, Wyoming, NY 14591 • <i>Harry Pankow</i> (T/Castile) 5878 Glen Iris Road, Castile, NY 14427 • <i>Dennis Hare</i> (T/Gainesville) 5757 School Road, Castile, NY 14427 • <i>James Kemp</i> (T/Genesee Falls) 6025 Denton Corner Road, Castile, NY 14427 • <i>Vacant</i> (T/Java) 		Motion: Ryan Ayes: 7 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: *RESOLUTION

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

Next Public Works Committee Meeting scheduled for **Thursday, January 31, 2019 @ 1:00 PM.**

Committee Chair Initials: _____

LA

DECEMBER REPORT
Public Works Committee Meeting
December 20, 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 – Construction phase was authorized. Bid date is 1/8/19.
- CR #13 Simmons Rd Bridge Replacement – Detailed design phase was authorized and has begun. Right-of-Way process has begun as well (see agenda item).
- Bennington #6 (Schoellkopf Rd) Bridge Replacement – Agreement was signed and preliminary design phase has begun.
- CR #37 Hillside Rd Bridge Replacement – Barton and Loguidice was chosen as the 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)

- Continued boom mowing for the Towns & County (Covington, Perry & Castile).
- Completed ditching on Glen Iris Rd, Denton Corners Rd and Rt. 436.
- Began ditching on Saltvale Rd.
- Continue sanding and plowing of County Facilities.
- Began winter dispatch.
- Began replacing end pans on Cascade Rd and French Rd.
- Began cleaning inlets/outlets at various culvert locations.

Local Bridge Projects:
(Bridge Maintenance)

- Continue precasting 4'x16' 3-sided and 4'x8' box culverts.

Work for Others:

- Assisting Buildings & Grounds at Animal Shelter.
- Completed yard improvements for the Village of Perry at the sewer treatment plant.
- Moved the Gainesville Fire Dept. truck as requested.

Summary - 4th Quarter Report - 2018

(A)

TIP PROJECT (claimed)	FEDERAL \$ CLAIMED (PAST DUE)	FEDERAL \$ CLAIMED (CURRENT)	STATE \$ CLAIMED (PAST DUE)	STATE \$ CLAIMED (CURRENT)
CR #02 - Broughton Road (8/24/18)	0	0	0	60,943
CR #59 - Bixby Hill Road (8/24/18) (waiting for final approval supp agreement for remaining Marchiselli)	0	0	0	48,039
Preventative Maintenance - 9 bridges (8/24/18)	0	0	0	4,789
PE #02 - Simmons Road Bridge (8/24/18)	0	0	0	10,401
BE #14 - Schad Road Bridge (Bridge NY - 95% federal)	0	0	0	0
TOTALS	0	0	0	124,172

Summary:
 Federal \$ owed: 0
 State \$ owed: 124,172

Received FEDERAL payment	24,227.38	pd 10/09/18 for BE #14 - Schad Rd bridge
	25,543.53	pd 11/06/18 for PM - 9 bridges
	55,469.58	pd 12/18/18 for PE #02 - Simmons Rd bridge
	328,754.34	pd 12/18/18 for CR #02 - Broughton Rd
	<u>433,994.83</u>	

Received STATE payment	698.35	pd 12/18/18 for CR #02 - Broughton Rd
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2018								
Wyoming County Animal Shelter Progress Report								
FUND 12.61.1620.2.21024								
Grant Funds	\$100,000							
County Match	\$45,371.00							
BUDGET TOTAL	\$145,371.00							
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	\$218.47	\$0.00	\$4,998.08
Parts, Pipes,Fittings	\$6,770		\$0.00	\$260.00	\$2,246.69	\$4,386.28	\$0.00	\$6,632.97
Washer	\$850		\$0.00	\$0.00	\$0.00	\$0.00	\$849.95	\$849.95
Dryer	\$850						\$849.95	\$849.95
Dishwasher	\$870						\$869.95	\$869.95
Fans	\$626						\$625.74	
	\$134,893							
Building Supplies								
Appropriation	\$35,000							
Interior / Exterior Walls	\$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	\$279.26	\$1,303.26
Windows	\$1,731.00			\$0.00	\$0.00	\$1,731.00		\$1,731.00
Spray Foam	\$7,776.00			\$0.00	\$0.00		\$7,776.00	\$0.00
ROBBS GLASS	\$240.00			\$240.00	\$0.00		\$288.00	\$240.00
Sherwin Williams	\$378.00				\$378.00		\$212.92	\$378.00
Burts	\$151.77				\$151.77	\$441.38	\$99.40	\$151.77
Ace Hardware	\$320.78				\$320.78	\$231.61	\$91.26	\$444.43
Country Line	\$181.69				\$181.69	\$132.47	\$1,607.32	\$181.69
Permit	\$75.00				\$75.00			\$75.00
Montgomerys	\$92.32				\$92.32	\$90.28	\$34.98	\$182.60
Dumpster fee	\$397.00				\$397.00	\$375.00		\$772.00
Electric Panel	\$1,480.00						\$1,480.00	
Home Depot	\$1,905.19						\$1,905.19	
ads	\$38.15				\$38.15			
PROJECT TOTAL TO DATE	\$153,669.89							
MONTHLY TOTAL			\$22,500.00	\$16,269.42	\$14,982.75	\$55,911.49	\$16,969.92	\$126,633.58
BUDGET TOTAL								\$180,371.00
REMAINGING								\$54,435.00
% Remaining								30%



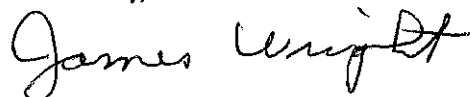
December 2, 2018

Jim Brick, Town Supervisor
Perry Town Hall
PO Box 205
Perry, NY 14530

Dear Jim:

I resign my seat on the Wyoming County Traffic Safety Board effective 12/31/18. Thank you for the opportunity to serve my town and my community.

Sincerely,

A handwritten signature in cursive script that reads "James Wright". The signature is written in black ink and is positioned to the right of the word "Sincerely,".

James Wright