

# PUBLIC WORKS COMMITTEE MEETING MINUTES

Committee meetings are now open to the general public.  
We ask that you continue to practice safe social distancing requirements.

Thank you!

Date: Thursday, December 22, 2022 @ 9:00 AM

Location: **Supervisors' Committee Room Chambers** (as directed by Vice Chair Davis/Finance Committee Chair Kehl), **2<sup>nd</sup> floor of the government center.**

Present: **Brick**, Kehl, Grant, Gozelski, Davis, Roche, King

Absent: **Leuer**

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; D. Granger, T/Gainesville; A.D. Berwanger, T/Arcade (9:22 AM); B. Ryan/Board Chair (9:22 AM); B. Becker, T/Sheldon (9:50 AM)

| 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/D. Blue &amp; K. Chmura</b>  |   |   |  |
| <i>At 9:22 AM Board Chair Ryan, T/Warsaw and Supervisor Berwanger, T/Arcade entered the meeting during the below Agenda Item.</i>   |   |   |  |
| 1. <b>Discussion:</b> Town of Covington Crossman Road Bridge discussion with guest, Ken Bradley.  | <b>Hwy Supt Blue to assist with alternate route. Club willing to take him up on offer</b> | Motion:<br>Ayes:<br>Noes:<br>Absent:                                  | Carried:<br>Defeated:<br>Referred to:  |
| 2. <b><u>December Work Update</u></b>   | Attached  | Motion:<br>Ayes:<br>Noes:<br>Absent:                                  | Carried:<br>Defeated:<br>Referred to:  |
| 3. <b>Position Fill:</b><br><br><b>Highway Dept.</b><br>One (1) position of <b>Bridge Construction Mechanic</b> , (Position Code 037.038) (1.0 FTE) CSEA agreement, Sch. A, grade 10 (\$20.38 - \$23.06) to replace Troy Pettigrew who resigned effective December 02, 2022; position available date is January 05, 2023. |   | Motion: Gozelski<br>Ayes: 7<br>Noes:<br>Absent: 1 Leuer               | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>FINANCE</b>             |
| 4. <b>Position Creation/Fill:</b><br><br><b>Highway Dept.</b><br>One (1) position of <b>Bridge Construction Mechanic</b> , (1.0 FTE) CSEA agreement, Sch. A, grade 10 (\$20.38 - \$23.06); position available date is January 11, 2023.   |   | Motion: Gozelski<br>Ayes: 6<br><b>Noes: 1 King</b><br>Absent: 1 Leuer | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>FINANCE (1 No Vote)</b> |

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

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Absent: **Leuer**

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; D. Granger, T/Gainesville; A.D. Berwanger, T/Arcade (9:22 AM); B. Ryan/Board Chair (9:22 AM); B. Becker, T/Sheldon (9:50 AM)

| Department Agenda Item  | Discussion  | Decision  | Action   |
|---|---|---|--|
| <p><b>5. Position Fill:</b><br/><i>Highway Dept.</i><br/>One (1) position of <b>Heavy Equipment Maintenance Supervisor</b>, (Position Code 012.027) (1.0 FTE) CSEA agreement, Sch. A, grade 14 (\$22.25 - \$25.69) to replace Eric Victor who is retiring on January 04, 2023; position available date is January 05, 2023.</p>               |   | <p>Motion: Gozelski<br/>Ayes: 7<br/>Noes:<br/>Absent: 1 Leuer</p>               | <p>Carried: <b>XXX</b><br/>Defeated:<br/>Referred to:</p> <p style="text-align: right;"><b>FINANCE</b></p>             |
| <p><b>6. Position Creation/Fill:</b><br/><i>Highway Dept.</i><br/>One (1) position of <b>Heavy Equipment Operator</b>, (1.0 FTE) CSEA agreement, Sch. A, grade 10 (\$20.38 - \$23.06); position available date is January 11, 2023.</p>   |   | <p>Motion: Gozelski<br/>Ayes: 6<br/><b>Noes: 1 King</b><br/>Absent: 1 Leuer</p> | <p>Carried: <b>XXX</b><br/>Defeated:<br/>Referred to:</p> <p style="text-align: right;"><b>FINANCE (1 No Vote)</b></p> |
| <p><b>7. Position Creation/Fill:</b><br/><i>Highway Dept.</i><br/>One (1) position of <b>Account Clerk</b>, (1.0 FTE) CSEA agreement, Sch. A, grade 4 (\$17.97 – 19.77); position available date is January 11, 2023.</p>   |   | <p>Motion: Gozelski<br/>Ayes: 6<br/><b>Noes: 1 King</b><br/>Absent: 1 Leuer</p> | <p>Carried: <b>XXX</b><br/>Defeated:<br/>Referred to:</p> <p style="text-align: right;"><b>FINANCE (1 No Vote)</b></p> |
| <p><b>8. Position Creation/Fill:</b><br/><i>Highway Dept.</i><br/>One (1) position of <b>Administrative Assistant (Co. Highway)</b>, (1.0 FTE) (FLSA/non-exempt) and place on Salary Schedule S under HIGHWAY DEPARTMENT at rate of \$22.00 per hour (annual salary equivalent \$40,040.00); position available date is January 11, 2023.</p> | <p><i>To remain consistent with the rest of the Admin. Asst. positions within the county, the position will be created with the title at left and not as shown on the attached documents.</i></p> | <p>Motion: Gozelski<br/>Ayes: 6<br/><b>Noes: 1 King</b><br/>Absent: 1 Leuer</p> | <p>Carried: <b>XXX</b><br/>Defeated:<br/>Referred to:</p> <p style="text-align: right;"><b>FINANCE (1 No Vote)</b></p> |

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

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Present: **Brick**, Kehl, Grant, Gozelski, Davis, Roche, King

Absent: **Leuer**

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; D. Granger, T/Gainesville; A.D. Berwanger, T/Arcade (9:22 AM); B. Ryan/Board Chair (9:22 AM); B. Becker, T/Sheldon (9:50 AM)

| Department Agenda Item   | Discussion        | Decision   | Action  |                         |           |                               |           |                         |          |                                   |              |                                |                   |  |                |                                      |           |  |  |
|--|-------------------|--|---|-------------------------|-----------|-------------------------------|-----------|-------------------------|----------|-----------------------------------|--------------|--------------------------------|-------------------|--|----------------|--------------------------------------|-----------|--|--|
| <b>9. FYI ~ Contract (\$3,000 and under):</b><br><ul style="list-style-type: none"> <li><b>EBC HR &amp; Payroll Solutions, Inc.</b>, 331 John James Audobon Parkway, Amherst, NY 14228 for the time clock maintenance agreement in the amount not to exceed \$897.00; effective December 30, 2022 - December 29, 2023. (<b>MUNIS CONTRACT #1066</b>)</li> <li><b>Carolyn C. Lodestro dba: Keiffer's Sales &amp; Service</b>, 11036 Ortner Rd., Darien Center, NY 14040 for annual fire extinguisher inspections in the amount not to exceed \$3,000.00; effective January 1, 2023 through March 31, 2023. (<b>MUNIS CONTRACT #1067</b>)</li> </ul>   |                   | Motion:<br>Ayes:<br>Noes:<br>Absent:                 | Carried:<br>Defeated:<br>Referred to:                                   |                         |           |                               |           |                         |          |                                   |              |                                |                   |  |                |                                      |           |  |  |
| <b>10. Overnight Travel Authorization:</b><br>D. Blue to attend NYSCHSA 2023 Winter Conference & Trade Show in Saratoga Springs, NY January 16-19, 2023. The county vehicle will be used. Approximate cost not to exceed \$1,000.00.   |                   | Motion: Grant<br>Ayes: 7<br>Noes:<br>Absent: 1 Leuer | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>APPROVED</b> |                         |           |                               |           |                         |          |                                   |              |                                |                   |  |                |                                      |           |  |  |
| <b>11. 2022 Transfer:</b><br><table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"><b>From:</b> 045110.510101 FT CSEA Contract</td> <td style="text-align: right;">\$ 39,809.56</td> </tr> <tr> <td>045110.540602 Equipment</td> <td style="text-align: right;">51,399.32</td> </tr> <tr> <td>045110.541901 Stone-Shoulders</td> <td style="text-align: right;">37,145.45</td> </tr> <tr> <td>045110.541902 Stockpile</td> <td style="text-align: right;">7,527.67</td> </tr> <tr> <td>045110.541904 Bituminous Products</td> <td style="text-align: right;">2,947,344.81</td> </tr> <tr> <td>045110.541905 Bridge Materials</td> <td style="text-align: right;"><u>175,107.32</u></td> </tr> <tr> <td><b>To:</b> 045112.524112 Road Infrastructure CHIPS</td> <td style="text-align: right;">\$3,218,524.57</td> </tr> <tr> <td>045112.510101 FT CSEA Contract CHIPS</td> <td style="text-align: right;">39,809.56</td> </tr> </table> <b>Reason:</b> To comply with CHIPS program guidelines; capital expenditures are to be classified in the Uniform Accounting System in account 5112.2. |                   | <b>From:</b> 045110.510101 FT CSEA Contract          | \$ 39,809.56  | 045110.540602 Equipment | 51,399.32 | 045110.541901 Stone-Shoulders | 37,145.45 | 045110.541902 Stockpile | 7,527.67 | 045110.541904 Bituminous Products | 2,947,344.81 | 045110.541905 Bridge Materials | <u>175,107.32</u> | <b>To:</b> 045112.524112 Road Infrastructure CHIPS | \$3,218,524.57 | 045112.510101 FT CSEA Contract CHIPS | 39,809.56 | Motion: Roche<br>Ayes: 7<br>Noes:<br>Absent: 1 Leuer | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>FINANCE</b> |
| <b>From:</b> 045110.510101 FT CSEA Contract  | \$ 39,809.56      |  |   |                         |           |                               |           |                         |          |                                   |              |                                |                   |  |                |                                      |           |  |  |
| 045110.540602 Equipment  | 51,399.32         |  |   |                         |           |                               |           |                         |          |                                   |              |                                |                   |  |                |                                      |           |  |  |
| 045110.541901 Stone-Shoulders  | 37,145.45         |  |   |                         |           |                               |           |                         |          |                                   |              |                                |                   |  |                |                                      |           |  |  |
| 045110.541902 Stockpile  | 7,527.67          |  |   |                         |           |                               |           |                         |          |                                   |              |                                |                   |  |                |                                      |           |  |  |
| 045110.541904 Bituminous Products  | 2,947,344.81      |  |   |                         |           |                               |           |                         |          |                                   |              |                                |                   |  |                |                                      |           |  |  |
| 045110.541905 Bridge Materials   | <u>175,107.32</u> |  |   |                         |           |                               |           |                         |          |                                   |              |                                |                   |  |                |                                      |           |  |  |
| <b>To:</b> 045112.524112 Road Infrastructure CHIPS   | \$3,218,524.57    |  |   |                         |           |                               |           |                         |          |                                   |              |                                |                   |  |                |                                      |           |  |  |
| 045112.510101 FT CSEA Contract CHIPS   | 39,809.56         |  |   |                         |           |                               |           |                         |          |                                   |              |                                |                   |  |                |                                      |           |  |  |
| <b>12. 2022 Transfer:</b><br><b>From:</b> 04511009.435010 Consolidated Hwy Aid \$3,258,334.13<br><b>To:</b> 04511203.435010 Consolidated Hwy Aid \$3,258,334.13<br><b>Reason:</b> To comply with CHIPS program guidelines; capital expenditures are to be classified in the Uniform Accounting System in account 5112.2.   |                   | Motion: Roche<br>Ayes: 7<br>Noes:<br>Absent: 1 Leuer | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>FINANCE</b>  |                         |           |                               |           |                         |          |                                   |              |                                |                   |  |                |                                      |           |  |  |

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

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Present: **Brick**, Kehl, Grant, Gozelski, Davis, Roche, King

Absent: **Leuer**

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; D. Granger, T/Gainesville; A.D. Berwanger, T/Arcade (9:22 AM); B. Ryan/Board Chair (9:22 AM); B. Becker, T/Sheldon (9:50 AM)

| Department Agenda Item   | Discussion | Decision  | Action   |
|--|------------|---|--|
| <b>13. 2022 Transfer:</b><br><b>From:</b> 045142.541804 Pmt Town/Village Snow & Ice<br><div style="text-align: right;">\$13,000.00</div> <b>To:</b> 045142.510101 FT CSEA Contract      \$13,000.00<br><b>Reason:</b> To pay wages due to increase in CSEA salaries.   |            | Motion: Kehl<br>Ayes: 7<br>Noes:<br>Absent: 1 Leuer     | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>FINANCE</b>     |
| <b>14. 2022 Transfer:</b><br><b>From:</b> 035130.589001 Medical/Hospital Insurance \$5,300.00<br><b>To:</b> 035130.510101 FT CSEA Contract      \$5,300.00<br><b>Reason:</b> To pay wages due to increase in CSEA salaries.  |            | Motion: Kehl<br>Ayes: 7<br>Noes:<br>Absent: 1 Leuer     | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><b>FINANCE</b>         |
| <b>15. Professional Service Contract (\$5,001 or greater):</b><br>Authorize Chairman to sign a contract with <b>Eastman Tree Service</b> 3203 Smallwood Road, Warsaw, NY 14569 for tree removal @ \$150.00 per hour in the amount not to exceed \$20,000.00; effective January 1, 2023 – December 31, 2023.<br><b>(MUNIS CONTRACT #1073)</b>   |            | Motion: Davis<br>Ayes: 7<br>Noes:<br>Absent: 1 Leuer    | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>*RESOLUTION</b> |
| <b>16. Professional Service Contract (\$3,001-\$5,000):</b><br>Authorize Chairman to sign a contract for annual support and maintenance agreement for Pub Works with <b>Tracker Software Corporation, Inc.</b> , PO Box 6502, Snow Village, CO 81615 in an amount not to exceed \$4,714.00; effective January 1, 2023 – December 31, 2023. <b>(MUNIS CONTRACT #1065)</b>                   |            | Motion: Gozelski<br>Ayes: 7<br>Noes:<br>Absent: 1 Leuer | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>APPROVED</b>    |
| <b>9:30 AM Buildings &amp; Grounds w/ M. Adameczak &amp; K. Wiedemann</b>  |            |   |  |
| <b>1. Professional Service Contract (\$3,001-\$5,000):</b><br>Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <b>BAILEY PAINTING CO</b> , 4376 Blossom Rd, Castile, NY 14427 for painting at Wyoming County Mental Health in an amount not to exceed \$3,770.00; effective January 1, 2022 through December 31, 2022. <b>(MUNIS CONTRACT #1032)</b> |            | Motion: Roche<br>Ayes: 7<br>Noes:<br>Absent: 1 Leuer    | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>APPROVED</b>    |

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

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Absent: **Leuer**

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; D. Granger, T/Gainesville; A.D. Berwanger, T/Arcade (9:22 AM); B. Ryan/Board Chair (9:22 AM); B. Becker, T/Sheldon (9:50 AM)

| Department Agenda Item  | Discussion   | Decision   | Action  |
|---|--|--|---|
| <b>2. Position Creation/Fill:</b><br><b>Building &amp; Grounds</b><br>One (1) position of <b>Working Supervisor (Maintenance)</b> (1.0 FTE); CSEA agreement, Sch. A, grade 13 (\$21.73 – \$24.98); effective January 11, 2023.  | Scanned paper work to HR for review<br><br>To replace Maintenance Mechanic | Motion: Davis<br>Ayes: 7<br>Noes:<br>Absent: 1 Leuer | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>FINANCE</b>  |
| At 9:50 AM Supervisor Becker, T/Sheldon entered the meeting.  |  |  |   |
| <b>3. 2023 Appropriation:</b><br>To: 011620.521002 Property Renovation \$19,084.16<br>w/01162006.400890.RFederal Aid Recovery \$19,084.16<br>Reason: To complete carpet project in 2023   |  | Motion: Grant<br>Ayes: 7<br>Noes:<br>Absent: 1 Leuer | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>FINANCE</b>  |
| At 9:50 AM Supervisor Becker, T/Sheldon entered the meeting during the below Agenda Item.   |  |  |   |
| <b>4. Amend Public Works Committee Meeting minutes from 09/01/2022:</b><br>FYI ~ Contract (\$3,000 and under):<br><ul style="list-style-type: none"> <li>• <b>Casella Waste Services</b>, PO Box 1371, Williston, VT 05495 for roll off dumpster services for various county projects and locations; effective <del>August 1, 2022</del> <b>June 01, 2022</b> through December 31, 2022 in an amount not to exceed <del>\$1,200.00</del> <b>\$1,800.00</b> (<b>MUNIS CONTRACT #750</b>) Amendments were pre-approved by Chairwoman Ryan 12/13/2022</li> </ul> |  | Motion:<br>Ayes:<br>Noes:<br>Absent:                 | Carried:<br>Defeated:<br>Referred to:                                   |
| <b>5. Permission to bid Make up Air Unit at Jail</b>  |  | Motion: Roche<br>Ayes: 7<br>Noes:<br>Absent: 1 Leuer | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>APPROVED</b> |
| <b>Ag. and Business Center</b>  |  |  |   |
|   |  | Motion:<br>Ayes:<br>Noes:<br>Absent:                 | Carried:<br>Defeated:<br>Referred to:                                   |

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

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Absent: **Leuer**

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; D. Granger, T/Gainesville; A.D. Berwanger, T/Arcade (9:22 AM); B. Ryan/Board Chair (9:22 AM); B. Becker, T/Sheldon (9:50 AM)

| Department Agenda Item  | Discussion   | Decision  | Action  |
|---|--|---|---|
| <b>Ag. Center Space &amp; Building Report</b>   |  |   |   |
|   |  | Motion:<br>Ayes:<br>Noes:<br>Absent:                    | Carried:<br>Defeated:<br>Referred to:   |
| <b>9:45 AM - Traffic Safety Board w/B. Meyers</b>   |  |   |   |
| <b>1. Appointments/Reappointments:</b><br><b>Wyoming County Traffic Safety Board</b><br><i>Three (3) year term effective January 10, 2023 through November 10, 2025:</i> <ul style="list-style-type: none"> <li><b>James Bragg</b>, (Wyoming County Planning Department)</li> <li><b>Devin Blue</b>, (Wyoming County Highway Department)</li> <li><b>Pete Myers</b>, (Wyoming County Highway Department),<br/>4018 Wethersfield Road, Warsaw, NY 14569</li> <li><b>Jeff Royce</b> (T/Warsaw), 83 Center Street, Warsaw, NY 1469</li> <li><b>Mike Post</b> (T/Perry), PO Box 205, Perry, NY 14530</li> </ul> |  | Motion: Gozelski<br>Ayes: 7<br>Noes:<br>Absent: 1 Leuer | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><br>* <b>RESOLUTION</b> |
| <i>At 9:22 AM Supervisor Berwanger, T/Arcade and Chairwoman Ryan, T/Warsaw entered the meeting.</i>   |  |   |   |
| <b>2. Traffic Safety Board Updates:</b> <ul style="list-style-type: none"> <li>Membership</li> <li>NYS Thruway closure impacts</li> </ul>   | <b>B. Meyers</b> Chairman<br><b>J. Kemp</b> – long time member | Motion:<br>Ayes:<br>Noes:<br>Absent:                    | Carried:<br>Defeated:<br>Referred to:   |
| <b>3. Resolution for Thruway Closures</b><br><i>Amend attached resolution to include Inter-County of WNY, NYSAC and all NYS Counties...</i>   |  | Motion: Davis<br>Ayes: 7<br>Noes:<br>Absent: 1 Leuer    | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br>* <b>RESOLUTION</b>         |

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

Next Public Works Committee Meeting scheduled for **Thursday, February 02, 2023 @ 9:00 AM**.

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