



TIOGA COUNTY
DEPARTMENT OF PUBLIC WORKS COMMITTEE AGENDA
April 9, 2026
9:00 am

- Minutes' approval for March 5, 2026, meeting
- FINANCIAL
 - YTD Budget Summary
- OLD BUSINESS
 - None
- NEW BUSINESS
 - Buildings and Grounds
 - Highway Department
 - Capital Projects
- PERSONNEL
 - None
- RESOLUTIONS
 - Create and Fill Three (3) Highway Worker (Seasonal) Positions – Public Works
 - Approve Change Order for Courthouse and Court Annex Roof Replacement Construction Bid
 - Amend 2026 Capital Budget and Transfer Funds for Trailer
 - Amend 2026 Capital Budget and Transfer Funds for Trailer II
 - Authorize Pre-payment of ARPA Funds for Vehicle Wash Equipment to RAC Industries
 - Authorize Use of ARPA Funds for Vehicle Wash Equipment
- PROCLAMATIONS
 - None
- ADJOURNMENT



TIOGA COUNTY
DEPARTMENT OF PUBLIC WORKS COMMITTEE MINUTES
Thursday, March 5, 2026
9:00 am

○ ATTENDANCE

➤ Legislators

- Tracy Monell, Legislative Chair
- David Cantella, Public Works Committee Chair
- William Standinger, Public Works Committee
- Jo Ellen Rose, Public Works Committee

➤ Staff

- Gary Hammond, Commissioner
- Justin Ruggiero, Deputy Commissioner
- Tammy Hummel, Secretary to the Commissioner

➤ Guests

- Jackson Bailey, County Administrator
- Cathy Haskell, Legislative Clerk
- Peter DeWind, Esq., County Attorney

➤ Absent

- Ray Bunce, Public Works Committee
- Jason Anderson, Project Technician

○ APPROVAL OF MINUTES

- A motion to approve the minutes as submitted for February 5th, 2026, meeting was made by William Standinger, seconded by Jo Ellen Rose. All in favor. Motion carried.

○ FINANCIAL

- YTD Budget Summary was shared with the committee.

○ OLD BUSINESS

- None

○ NEW BUSINESS

- Mr. Hammond reported on Buildings and Grounds
- Snow removal was done at all buildings and walkways multiple times.
 - The Personnel Office portion of the HVAC project has been finished, and the employees have been moved back into their space.



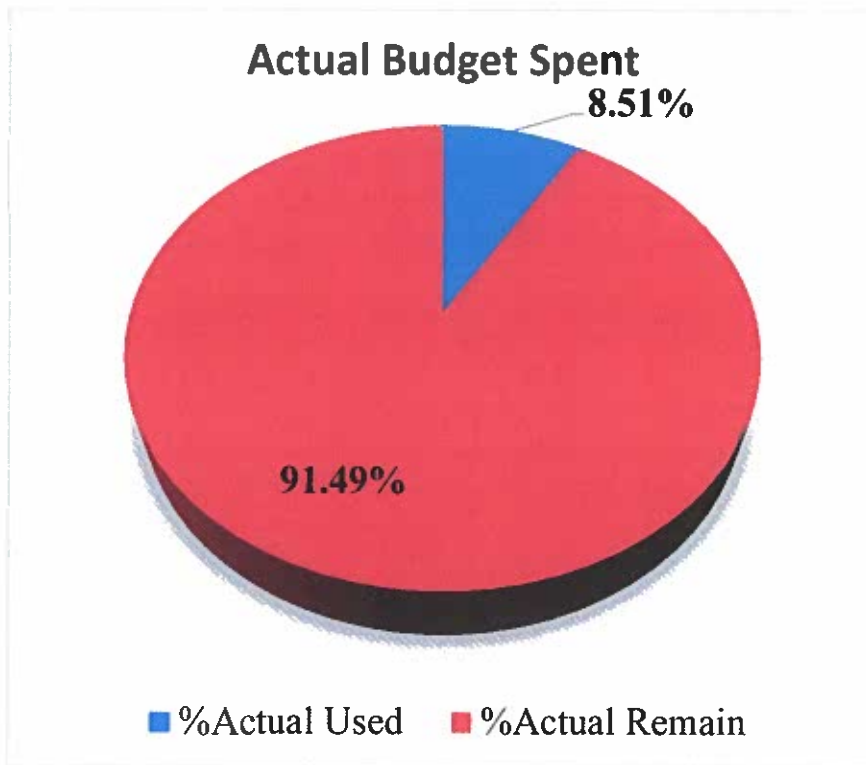
- I.T. and G.I.S. have been moved out of their offices, continuing the HVAC work at 56 Main Street.
 - Ceilings in I.T. and G.I.S. have been removed for P&J.
 - Four (4) new sump pumps have been installed in the Clerks basement.
 - Wall items have been hung in the Veteran's office.
 - The Dental van has been moved from Owego Elementary to Newark Valley High School.
- Mr. Hammond reported on the Highway Department.
- Snow removal operations on County roadways continues.
 - Snow has been removed from county building parking lots.
 - Cold patching has been done on Corporate Drive, Stanton Hill, Day Hollow and West River Drive.
 - The Highway Department has been cutting down and/or trimming trees on Wilson Creek
 - Stumps have been ground on Wilson Creek and Crumtown Road.
 - The Highway Department hauled sand to be mixed with salt.
 - All the trucks have been washed using the Delphine Street facility.
 - A manhole partially collapsed on Corporate Drive and has been temporarily addressed with a steel plate over the manhole.
- Mr. Hammond reported on the Buildings and Grounds Capital Projects.
- The contractor selected for the Courthouse and Court Annex/Clerks Roof project is planning on commencing work towards the end of April.
 - The Delphine Car Wash Facility quotes are being obtained, and Delta is involved in designing a new door and exhaust fans.
 - The Ronald E. Dougherty County Office Building North Wing HVAC upgrade project is moving forward with minimal disruption. There is a crane lift scheduled for Monday, March 30th, 2026. Economic Development and Planning will be temporarily moved for that one day.
 - The Public Safety Building air compressor has been moved to accommodate future construction.
 - An estimate has been received for the roof replacement at the truck wash facility.
- Mr. Hammond reported on the Highway Capital Projects.
- Glenmary Drive by Thorn Hollow Road bid opening will occur on Wednesday, March 25th, 2026.
 - Day Hollow Road Culvert is back in design phase due to the additional scope of work; right of way paperwork is still being signed.
 - Straits Corners Road over Pipe Creek is in preliminary design phase.



- Brown Road Bridge over East Branch Owego Creek is in preliminary design phase.
- Halsey Valley Road Culvert is in preliminary design phase.
- PERSONNEL
 - None
- RESOLUTIONS
 - Amend 2026 Capital Budget and Transfer Funds for Woodchipper
 - Joe Ellen Rose (aye), William Standinger (aye), David Cantella (aye)
 - Award Construction Administration Service Contract to C&S Companies for Courthouse and Court Annex Roof Replacement Project
 - Jo Ellen Rose (aye), William Standinger (aye), David Cantella (aye)
 - Authorize Public Works to Submit Grant Application for NYS WQIP Program and Authorize Appropriate County Officials Signature on Grant Related Documents
 - Jo Ellen Rose (aye), William Standinger (aye), David Cantella (aye)
 - Approval to Late File to:
 - Amend 2025 Capital Budget and Transfer Funds Hamrick Road Bridge
 - Jo Ellen Rose (aye), William Standinger (aye), David Cantella (aye)
 - NOTE: To be submitted at Finance, Legal and Safety Committee meeting March 10, 2026.
- PROCLAMATIONS
 - None
- ADJOURNMENT
 - There was a motion to adjourn by Jo Ellen Rose and seconded by William Standinger. The meeting was adjourned at 9:33 am.

Respectfully submitted,

Gary Hammond, P.E.
Commissioner of Public Works



		Actual + Encumbered % Used	% Remain	%Actual Used	%Actual Remain
A1490	PW Admin	21.94%	78.06%	21.89%	78.11%
A1620	Building & Grounds	35.98%	64.02%	24.44%	75.56%
A1621	Buildings HHS	64.75%	35.25%	22.56%	77.44%
D5110	Maint. Roads & Bridges	25.82%	74.18%	23.94%	76.06%
DM5130	Road Machinery	43.57%	56.43%	25.52%	74.48%
H1620	Capital B&G	4.75%	95.25%	0.20%	99.80%
H1621	Capital HHS Building	0.00%	100.00%	0.00%	100.00%
H5110	Capital Roads & Bridges	2.78%	97.22%	0.19%	99.81%
H5130	Capital Equipment	15.84%	84.16%	4.80%	95.20%
	Overall	14.36%	85.64%	8.51%	91.49%

REFERRED TO:

PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -26

CREATE AND FILL THREE (3)
HIGHWAY WORKER (SEASONAL) POSITIONS
- PUBLIC WORKS

WHEREAS: There will be a need for the Highway Department to employ three (3) temporary full-time Highway Worker (Seasonal) positions for 2026; and

WHEREAS: The Commissioner of Public Works has budgeted money to cover expenditures of such employment; therefore be it

RESOLVED: That the Commissioner of Public Works is hereby authorized to create and fill three (3) temporary full-time Highway Worker (Seasonal) positions effective April 15, 2026 through December 1, 2026, at an hourly rate of \$16.32 (equivalent to CSEA Grade 7), not to exceed \$40,000.

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -26

APPROVE CHANGE ORDER FOR COURTHOUSE
AND COURT ANNEX ROOF REPLACEMENT
CONSTRUCTION PROJECT

WHEREAS: The award for construction services to be performed for the Courthouse and Court Annex roof replacement project was awarded to Hale Contracting on Resolution No. 80-26; and

WHEREAS: A change order was submitted due to asbestos abatement services that were unforeseen; therefore be it

RESOLVED: That the Tioga County Legislature authorize additional funds to be appropriated for this change order not to exceed \$22,500.00 to be paid out of the following account:

H1620 520914 Courthouse/Court Annex New Roof

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -26 AMEND 2026 CAPITAL BUDGET AND TRANSFER
FUNDS FOR TRAILER

WHEREAS: The Commissioner of Public Works has budgeted for the purchase of one (1) drum roller within the 2026 Capital Budget; and

WHEREAS: The drum roller was purchased at a price point where the surplus funds available can be utilized to procure other equipment in support of the operations performed in public works; and

WHEREAS: The Tioga County Department of Public Works is authorized to procure mechanical equipment based on Pennsylvania Department of General Services pricing; and

WHEREAS: The Commissioner of Public Works has determined that a different trailer is needed to transport the drum roller as the existing trailer will not adequately meet departmental needs; and

WHEREAS: The existing trailer will be traded in towards the purchase of the new trailer; and

WHEREAS: On February 20, 2026, the Commissioner of Public Works received a quote for the purchase of one (1) trailer which was higher than the budgeted amount for the Tandem Equipment Trailer line item; and

WHEREAS: The purchase of a trailer remains an authorized capital purchase within the 2026 Capital Plan whereupon this resolution does not expand the scope of the approved capital project nor result in any fiscal impact on the County, but reallocates the existing appropriations to fully fund the purchase; and

WHEREAS: Legislative approval is needed to authorize all Capital Expenses and Capital Budget Amendments and Transfers; therefore, be it

RESOLVED: That the Tioga County Legislature hereby authorizes the amendment of the 2026 Capital Budget and the transfer of funds as follows:

From: H5130 521921	Roller	\$39,500.00
To: H5130 521907	Tandem Equipment Trailer	\$39,500.00

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -26 AMEND 2026 CAPITAL BUDGET AND TRANSFER
FUNDS FOR TRAILER II

WHEREAS: The Commissioner of Public Works has budgeted for the purchase of one (1) single axle heavy duty truck within the 2026 Capital Budget; and

WHEREAS: The single axle heavy duty truck was purchased at a price point where the surplus funds available can be utilized to procure other equipment in support of the operations performed in public works; and

WHEREAS: The Commissioner of Public Works has determined that a different trailer is needed to transport construction equipment as the existing trailer will not adequately meet departmental needs; and

WHEREAS: On March 2, 2026, the Commissioner of Public Works received a quote for the purchase of one (1) trailer which was higher than the budgeted amount for the Tandem Equipment Trailer line item; and

WHEREAS: The purchase of a trailer remains an authorized capital purchase within the 2026 Capital Plan whereupon this resolution does not expand the scope of the approved capital project nor result in any fiscal impact on the County, but reallocates the existing appropriations to fully fund the purchase; and

WHEREAS: Legislative approval is needed to authorize all Capital Expenses and Capital Budget Amendments and Transfers; therefore, be it

RESOLVED: That the Tioga County Legislature hereby authorizes the amendment of the 2026 Capital Budget and the transfer of funds as follows:

From: H5130 520935	Single Axle Heavy Duty Truck	\$15,000.00
To: H5130 521907	Tandem Equipment Trailer	\$15,000.00

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. -26 AUTHORIZE PRE-PAYMENT OF ARPA FUNDS
FOR VEHICLE WASH EQUIPMENT TO RAC
INDUSTRIES

WHEREAS: The Commissioner of Public Works budgeted for a vehicle wash at 70 Delphine Street; and

WHEREAS: RAC Industries was selected in compliance with the Tioga County Purchasing Policy and General Municipal Law §103, and the Department of Public Works has determined the equipment to be a necessary component of the County vehicle wash facility; and

WHEREAS: RAC Industries, the manufacturer of wash bay curtains, requires payment in full before the equipment is manufactured; and

WHEREAS: RAC Industries has requested payment in full for the wash bay tarp in the amount of \$4,611.87; and

WHEREAS: A pre-payment requires Legislative approval; and

WHEREAS: The Tioga County Legislature oversees and authorizes the use of any and all American Rescue Plan Act (ARPA) funds; therefore, be it

RESOLVED: That the Tioga County Legislature hereby authorizes the purchase and prepayment of vehicle wash equipment from RAC Industries, to be paid from the following account:

FROM: H1620 520994 M7674 Building Construction – ARPA \$4,611.87

and be it further

RESOLVED: That this purchase is deemed eligible use of American Rescue Plan Act funds in accordance with U.S. Treasury guidelines; and be it further

RESOLVED: That the County Attorney shall review and approve any agreement or documentation related to this purchase and prepayment prior to the issuance of payment.

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -26 AUTHORIZE USE OF ARPA FUNDS
FOR VEHICLE WASH EQUIPMENT

WHEREAS: American Rescue Plan Act "ARPA" Funds have been granted to Tioga County by the US Treasury in 2021; and

WHEREAS: The Commissioner of Public Works has identified equipment that is essential for a vehicle wash facility for Tioga County; and

WHEREAS: The first identified requirement is a new heating system that will replace the old radiant heat; and

WHEREAS: The second identified requirement is vehicle wheel guides; and

WHEREAS: The third identified requirement is safety bollards; and

WHEREAS: The fourth identified requirement is pressure washer wand holders; and

WHEREAS: The fifth identified requirement is a vehicle vacuum system; and

WHEREAS: The sixth identified requirement is vehicle floor mat holders; and

WHEREAS: The Tioga County Legislature oversees and authorizes the use of any and all "ARPA" American Rescue Plan Act funds; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the following payments totaling \$14,076.89 to be paid out of account H1620.520994.M7674 Building Construction – ARPA:

Heating system:	\$9,403.93
Vehicle Wheel Guides:	\$2,007.99
Safety Bollards:	\$ 356.97
Pressure Washer Wand Holders:	\$ 101.00
Vehicle Vacuum System:	\$2,143.00
Vehicle Floor Mat Holders:	\$ 64.00