



TIOGA COUNTY  
DEPARTMENT OF PUBLIC WORKS COMMITTEE AGENDA  
November 8, 2022  
9:00 am

- MINUTES APPROVAL for October 6, 2022
- FINANCIAL
  - YTD Budget Summary
- OLD BUSINESS
  - None
- NEW BUSINESS
  - Buildings and Grounds
  - Highway Department
  - Capital Projects
- PERSONNEL
  - None
- RESOLUTIONS
  - Authorize Purchase Of Hipeplus/PZ Metal Detector
  - Amend Capital Budget and Transfer Funds for Pickup Truck
  - Amend Capital Budget and Transfer Funds for Heavy Equipment Lifts
- PROCLAMATIONS
  - None
- ADJOURNMENT



TIOGA COUNTY  
DEPARTMENT OF PUBLIC WORKS COMMITTEE MINUTES  
Thursday, October 6, 2022  
9:00 am

• ATTENDANCE

➤ Legislators

- Marté Sauerbrey, Legislative Chair
- Dale Weston, Public Works Committee Chairman
- William Standinger, Public Works Committee
- Ron Ciotoli, Public Works Committee
- Barbara Roberts, Public Works Committee

➤ Staff

- Gary Hammond, Commissioner
- Richard Perkins, Deputy Commissioner
- Lynn Quick, Accounting Associate III

➤ Guests

- Cathy Haskell, Legislative Clerk
- Peter DeWind, County Attorney
- Stephanie Jerzak, Chief Accountant

➤ Absent

- Barbara Cushman, Secretary to the Commissioner

• APPROVAL OF MINUTES

- A motion to approve the minutes as submitted for September 8, 2022 was made by Mr. Standinger, 2<sup>nd</sup> by Mr. Ciotoli. All in favor. Motion Carried.

• FINANCIAL

- YTD Budget Summary was shared with the committee. The department is currently well under budget.

• OLD BUSINESS

- None

• NEW BUSINESS

- Mr. Hammond reported on Buildings and Grounds.
- Modular carpeting is being installed in half of the second floor of the HHS Building.
  - One large office was split into two smaller offices at the HHS Building.

# Department of Public Works

477 State Route 96 Owego, NY 13827



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Gary Hammond, P.E. Commissioner Rich Perkins, P.E. Deputy Commissioner

- Installation of the new boiler in the Clerks Building has begun. It is not operational at this time due to wait time for parts.
  - Mowing operations are ongoing.
  - Began work on a number of concerns that were a result of a recent ADA compliance audit.
  - Additional manpower was sent to the Public Safety Building to help staff get work caught up.
- Mr. Hammond reported on the Highway Department.
- Performed shoulder operations for the Towns of Nichols and Tioga for shared services.
  - The Town of Tioga has given us a V-plow that we can retrofit to use on one of our trucks.
  - Ditching operations were done on Halsey Valley, Gaskill and Bodle Hill Roads.
  - Patching operations are ongoing.
  - Mowing operations are ongoing.
  - The Acrow Bridge was removed on Michigan Hollow Road.
  - Aprons were black-topped on Glen Road
  - Repairs were made to the DPW facility parking lot.
- Mr. Perkins gave an update on the Capital Projects
- Harnick Road Bridge is currently under design phase. There will be a public information meeting this evening.
  - Culvert program is under design phase in our office.
  - HVAC controls at HHS Building work will begin next week.
  - 56 Main Street HVAC is expected to be finished within the next couple weeks. Mr. Hammond added that it is anticipated the ED&P space should be completed by end of year.
  - Chiller at Public Safety Building will be ordered soon. It is expected that it will take approximately a year to receive it.
  - Michigan Hollow Road Bridge is under construction now. It is anticipated that it will be finished by Thanksgiving.
  - Talcott Street Pier Repairs have been completed.
  - Parking Lot at Public Safety Building has been paved. Striping will be done this Saturday and opened Monday.
  - Corporate Drive Reconstruction has been completed.



- MISCELLANEOUS

- Village of Waverly Building

- Tioga County has been looking at space in the Village of Waverly Building for use by Mental Health and a possible DMV satellite office. Given the extent of the interior renovations that would need to be completed to make this space usable, time labor and costs for renovations does not make this a feasible option. Mrs. Sauerbrey added that we have not received specific terms of a lease agreement.

- PERSONNEL

- None

- RESOLUTIONS

- Amend 2022 Budget Capital Budget Transfer Information Technology

- Mr. Weston (aye) Mr. Ciotoli (aye) Mrs. Roberts (aye), Mr. Standing (aye).  
Carried

- Authorize Continuance of Full-Time Highway Worker (Seasonal) Position

- Mr. Weston (aye) Mr. Ciotoli (aye) Mrs. Roberts (aye), Mr. Standing (aye).  
Carried

- Authorize Contract with Syracuse Time and Alarm Company

- Mr. Weston (aye) Mr. Ciotoli (aye) Mrs. Roberts (aye), Mr. Standing (aye).  
Carried

- Recognizing David Ayer's 33 Years of Dedicated Service to Tioga County

- Mr. Weston (aye) Mr. Ciotoli (aye) Mrs. Roberts (aye), Mr. Standing (aye).  
Carried

- Amend Resolution 159-22 Authorize Wage Reallocations

- Mr. Weston (aye) Mr. Ciotoli (aye) Mrs. Roberts (aye), Mr. Standing (aye).  
Carried

- Award Contract for Cleaning Services for County Buildings

- Mr. Weston (aye) Mr. Ciotoli (aye) Mrs. Roberts (aye), Mr. Standing (aye).  
Carried

- Authorize Purchase of HI SCAN 5030C X-RAY System has been pulled.

- PROCLAMATIONS

- None

TIOGA COUNTY, NEW YORK

## Department of Public Works

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Gary Hammond, P.E. Commissioner Rich Perkins, P.E. Deputy Commissioner

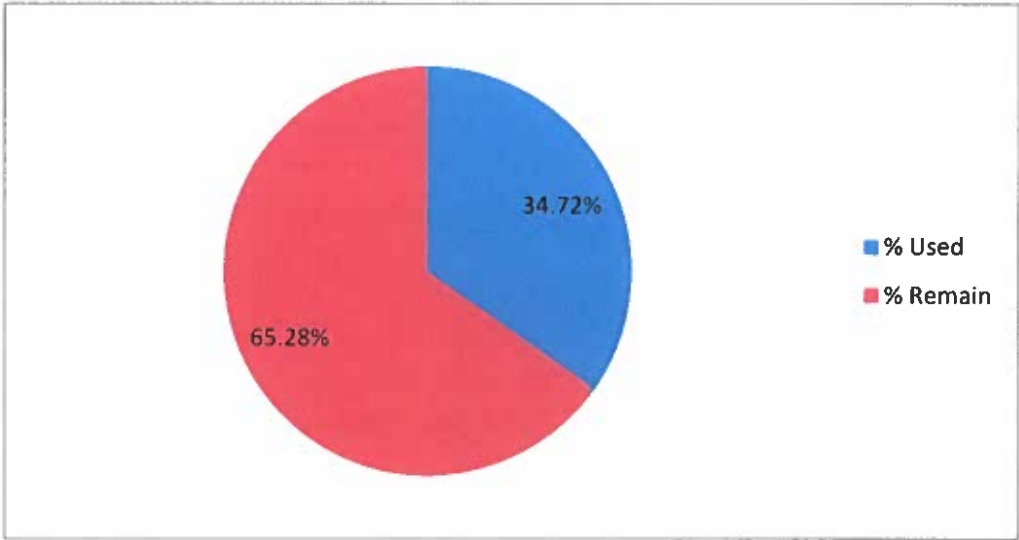
- ADJOURNMENT
  - Mr. Weston adjourned the meeting at 9:40 am

Respectfully submitted,

Gary Hammond, P.E.  
Commissioner of Public Works

DRAFT

## November 2 2022 Budget Summary (Autosaved)



		% Used	% Remain
A1490	PW Admin	79.06%	20.94%
A1620	Building & Grounds	72.97%	27.03%
A1621	Buildings HHS	69.29%	30.71%
D5110	Maint. Roads & Bridges	76.76%	23.24%
DM5130	Road Machinery	83.12%	16.88%
H1620	Capital B&G	5.68%	94.32%
H1621	Capital HHS Building	28.21%	71.79%
H5110	Capital Roads & Bridges	37.65%	62.35%
H5130	Capital Equipment	38.05%	61.95%
	<b>Overall</b>	<b>34.72%</b>	<b>65.28%</b>

REFERRED TO:

FINANCE, LEGAL AND SAFETY COMMITTEE  
PUBLIC WORKS COMMITTEE

RESOLUTION NO. --22

AUTHORIZE PURCHASE OF A  
HIPEPLUS/PZ METAL DETECTOR USING  
AMERICAN RESCUE PLAN ACT (ARPA) FUNDS

WHEREAS: The 56 Main Street Safety Committee has identified a need and submitted a recommendation to the Tioga County Legislature for the improvement of security at the Ronald E. Dougherty County Office Building located at 56 Main Street, Owego, New York; and

WHEREAS: The 56 Main Street Safety Committee has determined, after receiving quotes from State approved vendors, that a HIPEPLUS/PZ Metal Detector with antenna is the recommended metal detector to improve building security; and

WHEREAS: American Rescue Plan Act (ARPA) funding, in the amount of \$30,691.60, has been allocated from Account H1620 520911 M7674 - 56 Main Renovations by way of Resolution 267-22. This American Rescue Plan Act funding includes \$2,580.60 to be used to purchase a HIPEPLUS/PZ Metal Detector with antenna model number SS101 720mm; and

WHEREAS: The Department of Public Works will purchase the HIPEPLUS/PZ Metal Detector with antenna SS101 720mm; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the purchase of a HIPEPLUS/PZ Metal Detector w/antenna SS101 720mm not to exceed \$2,580.60 from Ceia USA, 2202 Lakeside Blvd., Edgewood, MD 21040 respectively to be paid out of the following account: H1620 520911 M7674 - 56 Main Renovations.

REFERRED TO: PUBLIC WORKS COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -22 AMEND CAPITAL BUDGET AND TRANSFER FUNDS  
FOR PICKUP TRUCK – PUBLIC WORKS

WHEREAS: The Commissioner of Public Works has budgeted for the purchase of a pickup truck within the 2022 Capital Budget; and

WHEREAS: The Commissioner of Public Works has received a quote for the pickup truck and there are insufficient funds for this purchase in the current budget; and

WHEREAS: Cost savings was achieved in another 2022 Capital Budget line and legislative approval is needed to authorize all Capital Reserve expenses; and

WHEREAS: Legislative approval is needed to amend 2022 Capital Budget and transfer funds'; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the Capital Budget:

From: H5130.520918	Flail Mower	\$10,000.00
To: H1620.520917	3/4 Ton 4X4 Pickup	\$10,000.00



REFERRED TO: PUBLIC WORKS COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -22 AMEND CAPITAL BUDGET AND TRANSFER FUNDS  
FOR HEAVY EQUIPMENT LIFTS – PUBLIC WORKS

WHEREAS: The Commissioner of Public Works has identified a need for 2 additional lifts for the heavy equipment garage; and

WHEREAS: The Commissioner of Public Works has received a quote for the 2 additional lifts and there are insufficient funds for this purchase in the current budget; and

WHEREAS: Cost savings was achieved in another 2022 Capital Budget line and legislative approval is needed to authorize all Capital Reserve expenses; and

WHEREAS: Legislative approval is needed to amend 2022 Capital Budget and transfer funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the Capital Budget:

From: H5130.520918	Flail Mower	\$35,000.00
To: H5130.521902	Auto Shop Equipment/Reno	\$35,000.00