

STEBEN COUNTY PUBLIC WORKS COMMITTEE

Monday, October 2, 2023

9:40 a.m.

*Legislative Chambers, 3rd Floor, Annex Building
Bath, New York*

****MINUTES****

COMMITTEE:	Robert V. Nichols, Chair Steven P. Maio	Frederick G. Potter, Vice Chair Nicholas D. Pelham	Wendy Lozo
STAFF:	Jack K. Wheeler Craig Patrick Lisa Tracy Lindsay Rice	Christopher Brewer Eric Rose Tim Marshall Andy Morse	Jennifer Prossick Steve Orcutt Nate Alderman
LEGISLATORS:	Scott J. Van Etten K. Michael Hanna John V. Malter	Kelly H. Fitzpatrick Jeffrey P. Horton Gary D. Swackhamer	Carol A. Ferratella Hilda T. Lando
OTHERS:	Mary Perham Joe Tobia Natalie Abruzzo		

I. CALL TO ORDER

Mr. Nichols called the meeting to order at 9:40 a.m. and asked Mrs. Lozo to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE SEPTEMBER 11, 2023, MEETING MADE BY MR. POTTER. SECONDED BY MR. PELHAM. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. HIGHWAY

A. *Authorization to Enter Into Agreement with NYSDOT to Fund Design of CR4 BridgeNY Project* – Mr. Rose requested authorization to enter into an agreement with the NYS Department of Transportation to fund the design of the CR4 BridgeNY Project Over the Cohocton River in the Town of Campbell.

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO ENTER INTO AN AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION TO FUND THE DESIGN OF THE CR4 BRIDGENY PROJECT OVER THE COHOCTON RIVER IN THE TOWN OF CAMPBELL MADE BY MR. POTTER. SECONDED BY MR. PELHAM. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. *Authorization to Create CR4 Bridge Capital Project* – Mr. Rose requested authorization to create a capital project for the CR4 BridgeNY Project and to approve the necessary appropriations and budget transfers for the creation of the capital project.

MOTION: AUTHORIZING THE CREATION OF A CAPITAL PROJECT FOR THE CR4 BRIDGENY PROJECT AND AUTHORIZING THE NECESSARY APPROPRIATIONS AND BUDGET TRANSFERS FOR THE CREATION OF SAID CAPITAL PROJECT MADE BY MRS. LOZO. SECONDED BY MR. PELHAM. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

C. *Eagle Scout Project Approval* – Mr. Rose requested approval of an Eagle Scout project at Kanakadea Park. The Eagle Scout will be working on a section of the park trail to remove some of the overgrown brush, dead trees and branches; painting trail markers and repairing/painting the foot bridges. He noted that the Parks Supervisor will help oversee this project.

MOTION: APPROVING AN EAGLE SCOUT PROJECT AT KANAKADEA PARK MADE BY MR. POTTER. SECONDED BY MR. PELHAM. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. *Authorization to Add the Upgrade for Hardware/Software of the Paint Truck to Major Equipment* – Mr. Rose requested authorization to add the upgrade for the hardware and software of the paint truck to the 2023 Major Equipment list. He noted the total cost is \$18,712.50.

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO ADD THE UPGRADE FOR THE HARDWARE AND SOFTWARE OF THE PAINT TRUCK TO THE 2023 HIGHWAY MAJOR EQUIPMENT LIST IN THE AMOUNT OF \$18,712.50 MADE BY MR. MAIO. SECONDED BY MR. PELHAM. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. *Authorization to Add Two Shop Air Compressors and Two Air Dryer Attachments to Major Equipment* – Mr. Rose requested authorization to add two shop air compressors and two air dryer attachments to the 2023 Major Equipment list. Total cost is \$16,383.54. These compressors will be located at the Mt. Washington and Curtis shops.

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO ADD TWO SHOP AIR COMPRESSORS AND TWO AIR DRYER ATTACHMENTS TO THE 2023 HIGHWAY MAJOR EQUIPMENT LIST IN THE AMOUNT OF \$16,383.54 MADE BY MR. PELHAM. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

F. *Request Authorization to Issue RFP for Geological Survey* – Mr. Rose informed the committee that they were approached by a landowner in the Avoca area who has property that borders our Strait gravel pit and is interested in leasing his land. Mr. Rose stated he would like to have a geological survey conducted to take samples and get an estimate of the tonnage of available gravel.

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO ISSUE AN RFP FOR A GEOLOGICAL SURVEY FOR A PROPOSED NEW GRAVEL PIT MADE BY MR. POTTER. SECONDED BY MR. PELHAM. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

G. *Budget Transfer* – Mr. Rose requested authorization to transfer \$100,000 from County Road Salaries and Wages to Bridge Maintenance Salaries and Wages. He noted the salaries for Bridge Maintenance were underfunded this year and the salaries for County Road were overfunded and this transfer will balance both accounts to where they should have been at the start of the year.

MOTION: AUTHORIZING THE TRANSFER OF \$100,000 FROM COUNTY ROAD SALARIES AND WAGES TO BRIDGE MAINTENANCE SALARIES AND WAGES MADE BY MR. POTTER. SECONDED BY MRS. LOZO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

IV. LANDFILL

A. *Request to Waive Municipal Demolition Fees for Town of Erwin* – Mr. Rose requested authorization to waive the municipal demolition fees for the Town of Erwin relative to a residential property. Mr. Orcutt explained this property is located on Mill Street and is located in the floodplain. Demolition of this property will allow the Town to have better control of the floodplain moving forward. Mr. Rose commented the Town has done an asbestos survey and will have the structure abated. They are only requesting a waiver of disposal fees for clean C&D waste.

MOTION: WAIVING THE MUNICIPAL DEMOLITION FEES FOR THE TOWN OF ERWIN RELATIVE TO A PROPERTY LOCATED ON MILL STREET IN THE TOWN OF ERWIN MADE BY MR. POTTER. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. *Add Pipe Grooving Machine to Major Equipment List* – Mr. Rose requested authorization to add a pipe grooving machine to the 2023 Landfill Major Equipment list for \$5,000. This machine will allow us to do in-house repairs of piping at the Leachate Treatment Facility.

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO ADD A \$5,000 PIPE GROOVING MACHINE TO THE 2023 LANDFILL MAJOR EQUIPMENT LIST MADE BY MRS. LOZO. SECONDED BY MR. PELHAM. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

V. PERSONNEL

A. *Reclassify One (1) Vacant Stock Clerk Position to Procurement Specialist* – Mr. Alderman requested authorization to reclassify one vacant Stock Clerk Position, CSEA Grade E to a Procurement Specialist, CSEA Grade I. He noted the Stock Clerk position has been a long-standing position and after a realignment of duties, the position better fits the Procurement Specialist title.

Mr. Malter asked how long has this position been vacant? Mr. Rose replied three months. He has been down two staff. Mr. Nichols asked you are using one person to replace two vacancies? Mr. Rose replied yes. Mr. Wheeler stated this will help to fill a major gap.

MOTION: AUTHORIZING THE RECLASSIFICATION OF ONE VACANT STOCK CLERK POSITION, CSEA GRADE E TO A PROCUREMENT SPECIALIST, CSEA GRADE I IN THE DEPARTMENT OF PUBLIC WORKS MADE BY MR. PELHAM. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

VI. BIDS

A. *Tires & Recapping of Tires (One-Time Purchase)*

MOTION: AWARDING THE BID FOR TIRES & RECAPPING OF TIRES (ONE-TIME PURCHASE) TO THE FOLLOWING BIDDERS ON A LINE ITEM BASIS: ALL SEASON TIRE; LEWIS GENERAL TIRES, INC.; PARMENTER INC.; SEDAM TIRE; AND TALLMADGE TIRE SERVICE OF CORTLAND, NY MADE BY MR. POTTER. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. *Reinforcing Steel Bars*

MOTION: AWARDING THE BID FOR REINFORCING STEEL BARS TO THE LOWEST BIDDER, CHEMUNG SUPPLY CORP., FOR \$21,937.50 MADE BY MR. POTTER. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. *Cutting Edges, Sander Chains & Shoes (One-Time Purchase)*

MOTION: AWARDING THE BID FOR CUTTING EDGES, SANDER CHAINS & SHOES (ONE-TIME PURCHASE) TO THE FOLLOWING BIDDERS ON A LINE ITEM BASIS: CHEMUNG SUPPLY CORP.; GEORGE AND SWEDE; NORTHERN SUPPLY, INC.; RUSERT EQUIPMENT, LLC; VALK MANUFACTURING COMPANY; AND WINTER EQUIPMENT COMPANY, INC. MADE BY MR. POTTER. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. *Traffic Signs and Delineators*

MOTION: AWARDING THE BID FOR TRAFFIC SIGNS AND DELINEATORS TO THE THE FOLLOWING BIDDERS ON A LINE ITEM BASIS: EASTERN METAL OF ELMIRA, INC.; LIGHTLE ENTERPRISES OF OHIO, LLC; NATIONAL HIGHWAY PRODUCTS, INC.; AND VULCAN, INC. D/B/A VULCAN SIGNS MADE BY MR. POTTER. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. *The Sale of Scrap Steel* – Mr. Rose recommended rejecting this bid and rebidding. He noted there was some confusion with the vendors regarding net ton (2,000 pounds) versus gross ton (2,240 pounds).

MOTION: REJECTING THE BID FOR THE SALE OF SCRAP STEEL AND AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS, IN CONJUNCTION WITH THE PURCHASING DEPARTMENT, TO REBID MADE BY MR. POTTER. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

F. *Leachate Pre-Treatment Facility Engineering Study* – Mr. Rose informed the committee they put out an RFP for an engineering study of the Leachate Pre-Treatment Facility. The facility went online in 1996 and it is now time to conduct a comprehensive engineering study. He recommended awarding the RFP to Barton & Loguidice for \$107,000. The next lowest proposal was from Cornerstone for \$132,980.

Ms. Fitzpatrick asked will they also look at PFAS's? Mr. Rose replied yes, as well as project upgrades to address those issues.

MOTION: AWARDING THE RFP FOR THE LEACHATE PRE-TREATMENT FACILITY ENGINEERING STUDY TO BARTON & LOGUIDICE FOR \$107,000 MADE BY MR. PELHAM. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

G. *Assessment of Landfill Gas System* – Mr. Rose stated they had requested quotes for a third party assessment of the landfill gas field in anticipation of the WAGA project. He requested authorization to enter into a contract with Barton & Loguidice to provide this assessment in the amount of \$15,250.

Mr. Malter asked what is the status of Corning Natural Gas and supplying gas to them? What is the anticipated revenue? Mr. Orcutt replied we anticipate to be online in December or the first part of January. Corning Natural Gas has started the installation of their line. The WAGA equipment will be coming in the first quarter of 2024. Ms. Prossick explained the price is dependent on the price of gas, as well as other variables. Mr. Malter asked how much money do we have into this? Mr. Rose replied we have no county money invested. Ms. Prossick stated you sold everything that was there except for the building.

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO ENTER INTO A CONTRACT WITH BARTON & LOGUIDICE TO CONDUCT AN ASSESSMENT OF THE LANDFILL GAS SYSTEM FOR A TOTAL COST OF \$15,250 MADE BY MR. MAIO. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

H. *Professional Civil/Structural Engineering Consultant Services* – Mr. Rose stated that he would like to hold this item until next month's meeting.

VII. OTHER BUSINESS

A. *CDL Training* – Mr. Rose announced Mr. Housel and an employee from the Landfill have put together an in-house CDL Training Program (A and B). That program started today and they have 7 employees; one employee from the Town of Rathbone and one employee from the Town of Hornby. This program includes both class time and drive time and will allow them to take their road test.

Mr. Potter asked do the employees have to pay for this? Mr. Rose replied this is a program for our employees and we are also helping out a few towns. There is no charge to our staff. Mr. Wheeler commented if this program proves beneficial to the municipalities, then we will likely charge. Mr. Potter stated this is a good program. I would hate to see our people sign up and then end up going to a commercial entity. Mr. Nichols stated participants should be employed by the County or a municipality. Unfortunately, that is the risk we take. I am glad to see that we are looking at letting the municipalities participate.

Mr. Malter asked do we have an instructor? Mr. Rose replied yes, we have an in-house instructor and that is no cost to us. We have an individual on staff who prepared the curriculum and that was approved by New York State.

Mr. Nichols asked will they take their road test on a standard transmission? Mr. Rose stated there will be a restriction on their license if they take the test on an automatic transmission. He is pretty sure that the test is done on a standard transmission.

Mrs. Ferratella asked how long is the course? Mr. Rose replied there will be 10 hours of class time and 30 hours of truck time. Right before they are scheduled to take their road test, they will get one-on-one time with the instructor to get a refresh. Some programs do 80 hours and we will do that if we need to.

Mr. Horton asked if a municipal employee is driving a County truck, are they covered under our insurance? Mr. Rose replied I don't think they are covered and I think we would need a waiver for them to drive one of our trucks. Mr. Wheeler recommended the committee authorize inter-municipal agreements with municipalities for this purpose.

Mr. Rose stated once they get their hours of class time, then the municipal employees can go back to their shops and the shop supervisor can monitor their drive time.

MOTION: AUTHORIZING INTER-MUNICIPAL AGREEMENTS WITH MUNICIPALITIES RELATIVE TO THE CDL TRAINING PROGRAM PROVIDED BY THE STEUBEN COUNTY DEPARTMENT OF PUBLIC WORKS MADE BY MR. POTTER. SECONDED BY MR. PELHAM. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. *Electric Vehicles* – Mr. Nichols asked has the State mandated when we have to purchase electric trucks? Mr. Rose replied no.

C. *Household Hazardous Waste Day* – Mr. Rose replied they recently held Household Hazardous Waste Day at the Erwin Transfer Station. The event went well and we have been working with IT on our advertisement. We will continue to do flyers for this event. Mr. Potter asked with regard to latex paint; his understanding is that any place that sells latex paint has to accept the paint back for recycling? Mr. Rose replied that is correct.

MOTION: TO ADJOURN MADE BY MR. PELHAM. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

Monday, November 6, 2023

9:30 a.m.

Please send agenda items to the Clerk of the Legislature's Office

NO LATER THAN NOON

Monday, October 30, 2023