

PUBLIC WORKS COMMITTEE AGENDA
Location: Yates County Legislative Chambers
Date: January 4, 2023 at 12:00 p.m.

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join.

<https://us02web.zoom.us/j/88350474081?pwd=L3o5RlVwVWZlZ0V5bjdlaXpTaHZtUT09>

Webinar ID: 883 5047 4081

Passcode: 684974

Or One tap mobile:

+16469313860,,88350474081# US

+16465588656,,88350474081# US (New York)

Or join by phone:

Dial(for higher quality, dial a number based on your current location):

US: +1 646 931 3860 or +1 646 558 8656

Committee members: Dan Banach, Terry Button, Jesse Jayne, Patrick Killen, Bill Holgate

- Dan and Terry will do the audit this month
- Approve the minutes of the December meeting
- Public Comment

HIGHWAY: Doug Rapalee

- Central Garage
- Traffic
- Administration
- Maintenance
- Capital
- Bridges & Culverts
- Snow & Ice
- Road Machinery
- Landfill
- Other

BUILDINGS AND GROUNDS: Joe Reed

- Weights & Measurers
- 2022 Goals Status
- 2023 Goals
- Inspection

COUNTY ADMINISTRATOR: Nonie Flynn

- Nothing to report

Executive session if needed

HIGHWAY DEPARTMENT

December 1, 2022 – December 31, 2022

CENTRAL GARAGE

- Central Garage use ... 3,800+ miles in December.
- Projected delivery date for 2022 Malibu, July 2023.
- Projected delivery date for 2022 Equinox, May 2023.

TRAFFIC

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ADMINISTRATION

- Building Project:
 - Zoom Meetings with C&S held on 12/5, 12/7, 12/14, 12/21 and 12/23.
 - Fuel Island & Distribution System status.
 - Working on Pre-mix Barn demolition/removal. Disposal quotes received.
 - Working on execution of LaValley Brothers contract.
 - Project kick-off meeting held with LaValley Brothers on 12/19.
 - Status of C&S Design and completion of 100% Documents for review
 - Schedule for 100% Documents to be received January 5, 2023.
 - Tentative review meetings set for 1/6, 1/9 and 1/10.
 - Status of Closing(s) on 3 Acquired Properties
 - Awaiting receipt of documents from 1 owner for County attorney's review to allow closing dates to be determined.
 - County Attorney reviewing 2 owners documents.
 - Closings to be on or before January 31st.
 - NYSEG Natural Gas Service Design Status
 - E-mail received from NYSEG on 11/17, the design is in their work log but we have no date yet when the design work will begin.
- FEMA Flood Reimbursement Status;
 - Class C costs still pending, No update.
- Goals;
 - Review of 2022 Department Goals
 - Review of 2023 Department and Personal Goals

MAINTENANCE

- New driveways on various county roads.
- Cutting and removal of trees and brush on various county roads.
- Completion of hauling of 1A stone for 2023 chip seal projects.
- Cleaning under guide rail on various county roads.

CAPITAL

- Ditching on County Route 11, Chubb Hollow Road

BRIDGES & CULVERTS

- Bridge New York Funding;
 - Working on Pre-emption Road (CR15) Rehabilitation Project Application
 - An application for Bridge-NY funding will be submitted to the NYSDOT for review.
- Haley Road Bridge Project;
 - Design on-going. Received B&L Draft design report on December 1st.
 - Design approval submission will be submitted in January.
 - Scheduled Public Information meeting for Thursday January 12, 2023.
 - Dundee Fire Department @ 6:00 pm.
- Gibson Road Bridge (Town of Barrington)
 - A second safety flag (Yellow Flag) was received from the NYSDOT on November 9, 2022 regarding the load rating on the bridge due to beam section loss. May be required to have a Load Rating analysis completed by a PE.
 - A letter was sent to the NYSDOT on behalf of Yates County by B&L on 12/19 regarding the load rating; we're awaiting a response.
 - Traffic count projection from NYSDOT sent to the Legislature on 12/16/2022 for review.

SNOW & ICE

- Days out for snow in December; 11 days (through 12/29).
- Snow Watch meeting with the Town Highway Superintendent's held on December 20th.
- Updated the County snow plow equipment rental rates.

ROAD MACHINERY

- NYS Vehicle Inspections
- Projected delivery date for 2022 ¾ Ton Pick-up, April 2023.
- 2022 Snow Plow Truck; Chassis delivered to Viking-Cives in Harrisville, New York.
 - Projecting a late March/early April 2023 delivery.

LANDFILL

- Meter replacements; Temp-press parts should be delivered in early January.
- Landfill Maintenance; continue to trim trees along the perimeter fence.

OTHER

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Yates County Highway Department
939 Rte. 14A
Penn Yan, NY 14527
315-531-3200

Douglas M. Rapalee
Superintendent

Charlie Bishop
Deputy Superintendent

December 29, 2022

2022 Department Goals

1) **No lost time personal injury or vehicle/equipment accidents**

Ongoing personal and equipment safety trainings. Provide employees with the knowledge of how to avoid and minimize potential injuries and accidents. Training sessions will be documented as to date of trainings and who attended.

Status; Training of personnel is continuous. There were 3 minor personnel injuries this year and a limited amount of motor vehicle incidents.

2) **Begin design of Haley Road bridge project**

Assist consultant and the NYSDOT in whatever way necessary to complete preliminary design for replacement of the existing bridge structure.

Status; Goal completed, design is underway and should be submitted for approval shortly.

3) **Bridge deck sealing**

Continue deck sealing program.

Status; Goal completed, 8 bridge decks sealed in 2022.

4) **Complete capital construction projects: 13.90 miles**

Receive Cold Milling and Hot Mix Asphalt bids in March and award same in April. Schedule and complete all work including shoulder installation by end of August. Completion of the projects on North Vine Valley Road, Lovejoy Road and Himrod Road (Plum Point to Leach Rd.) will get these road sections to a 15-year life cycle until the next capital improvement project.

Status; Goal completed, 13.90 miles of Paving completed in 2022.

5) **Maintenance sealing of roadways**

Perform maintenance sealing by contract on approximately 14.13 miles of roadway. The materials currently being used for the wearing surface has enabled the surface treatment to be pushed out beyond a 5-year life cycle.

Status; Goal completed, 17.56 miles of chip seal completed in 2022.

6) **Snow and Ice Treatments**

Explore the manufacturing of salt brine and the use of liquid only treatments on a few county snow routes. The use of liquid only treatments will save money on salt and chemicals in the environment.

Status; Goal partially completed, the manufacturing of brine was investigated but we did not make any brine for use.



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1) No lost time personal injury or vehicle/equipment accidents

Ongoing personal and equipment safety trainings. Provide employees with the knowledge of how to avoid and minimize potential injuries and accidents. Training sessions will be documented as to date of trainings and who attended.

2) Bridge deck sealing

Continue deck sealing program. Seal 8 bridge decks in 2023.

3) Complete capital construction projects: 12.02 miles

Receive Cold Milling and Hot Mix Asphalt bids in March and award same in April. Schedule and complete all work including shoulder installation by end of August. Completion of the projects on Ferguson-Corners Road (CR2), Bellona Station Road (CR8) and Chubb Hollow Road (CR11) will get these road sections to a 15-year life cycle until the next capital improvement project.

4) Maintenance chip sealing and crack sealing of roadways

Perform maintenance sealing by contract on approximately 15.82 miles of roadway. The materials currently being used for the wearing surface has enabled the surface treatment to be pushed out beyond a 5-year life cycle. Continue efforts to crack seal roads in the year prior to the scheduled chip seal program.

5) Update the Highway Department Training Plan for employees

Define what annual training requirements are required, who should attend said training, develop a schedule for the trainings, what content is required and who(m) will provide the required training internally or from an outside vendor.

6) Major and small equipment life cycle analysis/plans

Continue the refinement of the major equipment life cycle analysis and replacement plan. Develop replacement plan, equipment list and life cycle analysis for the smaller equipment and tools.

7) Update Safety Data Sheet (SDS) Program

Define requirements for the Highway Department SDS Management plan including updates, storage and retrieval of documents.

8) Develop Guiderail Inspection, Upgrade and Replacement Plan

In coordination with the Capital Road project plan, this inspection and replacement program would identify guiderail requiring upgrades or replacement 12 months prior to the capital road project in an effort to replace guiderail at least 2 months prior to the capital project paving completion.

9) Develop Culvert Inspection and Replacement Plan

In coordination with the Capital Road project plan, this inspection and replacement program would identify culverts requiring replacement 24 months prior to the capital road project in an effort to replace needed culverts at least 12 months prior to the capital project.



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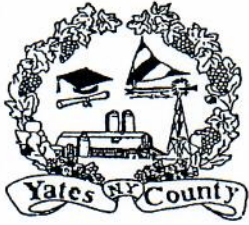
Douglas M. Rapalee
Superintendent

Charlie Bishop
Deputy Superintendent

December 29, 2022

2023 Goals – Highway Superintendent

- 1) **Capital and Road Maintenance Projects planning:**
Analyze past capital project records and maintenance records to form a comprehensive project plan based on a 15-year life cycle. Deputy Superintendent will be involved.
- 2) **Highway/OEM/PH Facility:**
Administer and over-see construction of new facility with the assistance and guidance of C&S Engineers and Watchdog Building Partners
- 3) **Development of Capital Planning for Bridge Projects:**
Continue to gather information to form a bridge maintenance and replacement plan. Develop a plan to obtain Federal/State funding for bridge maintenance. Deputy Superintendent will be involved.
- 4) **Continue to monitor highway budget:**
Monitor 2023 budget. Deputy to be involved with budgeting and process.
- 5) **Department policies and personnel:**
Review of current department policies in effect. Continue to strengthen the relationship between management and the employees.
- 6) **County Highway Department Safety Plan**
Review and update the County Highway Safety plan as necessary to bring it up to 2023 standards and requirements.
- 7) **County Highway Snow Plow Operator’s Training Manual**
In conjunction with the currently Yates County Highway Snow & Ice Policy, there should be a Snow Plow operator’s training and guidance manual used to provide annual training and refreshers to all county snow plow operators, foreman and snow watch personnel.
- 8) **Update Sign Shop Sign & Fabrication Pricing:**
Update existing 2016 pricing to 2023 figures for the fabrication and supply of road signage to other villages, towns and municipalities.
- 9) **Communication with others:**
Communicate with the legislature, administrator, peers and subordinates in a respectful manner.



YATES COUNTY BUILDINGS & GROUNDS

417 Liberty Street, Suite 17
Penn Yan, New York 14527
Phone 315-536-5104
Fax 315-536-5166

Joseph Reed
Supervisor

2023 Goals:

1. **Expand the use of LED lighting in the County's facilities.**

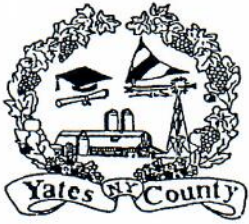
Work to find a cost effective way to convert the 24" lighting fixtures to LED and start conversions in the COB. Also continue to replace burned out lights where practical with LED bulbs.

2. **Work with Records Management to set up scanning of inspection Records.**

Work to get buildings and grounds third party inspection digitized so that other departments can access them when needed.

3. **Work with Highway, OEM and PH building engineers on integrating mechanical systems used at the COB and CH.**

Work with engineers to standardize and integrate systems at the new Highway, OEM and Public Health Building into the current systems at the COB and CH. Including such items as HVAC, Door systems, Camera Systems and other equipment.



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Joseph Reed
Supervisor

2022 Goals:

1. Work with consultant to perform an arch flash study and switch gear maintenance.

Work to enter into an agreement with a consultant to perform an arch flash study for the COB and CH. In addition work with a contractor to perform switch gear and distribution panel preventative maintenance in the COB and CH once the study is complete.

Status: This goal was partially accomplished in 2022. Contract was completed in November and waiting for company to schedule a crew to start.

2. Work on plans for a new roof on Gazebo.

Get quotes for a new roof on the gazebo and see if there is financial support from local nonprofits to cover some of the cost. If possible have work completed in 2022 or budget for the work in 2023.

Status: This was tabled by the legislature after furtherer research and discussion.

3. Explore options to improve the sound system in the Legislative Chambers.

Look at what other facilities are using and at ways to improve the system in the Legislative Chambers.

Status: This was researched and reviewed with a sound engineer. Result is that the system in place is a good system and would require a substantial investment to improve. Engineer suggested that users work on proper mic etiquette and see how that works.