

# **PUBLIC WORKS COMMITTEE AGENDA**

**January 7, 2019**

**12:30 pm**

**Legislative Chambers**

## **Public Works Committee:**

Dan Banach (Chair), Jim Multer (Vice Chair)

Terry Button, Earle Gleason, Richard Willson

### **I. MEETING MINUTES & MONTHLY AUDIT**

- Public Comment
- Approve minutes of December 5, 2018 meeting
- Dan Banach and Jim Multer will sign the audit

### **II. HIGHWAY DEPARTMENT – Dave Hartman**

- **D3310 – Traffic**
- **D5010 – Administration**
  - Resolution accepting CR20, Airport Drive and rescinding #399-18
  - Resolution Authorizing Chairman to sign agreement with The Map Source, Inc.
- **D5110 – Maintenance**
- **D5112 – Capital**
- **D5120 – Bridges & Culverts**
- **D5142 – Snow & Ice**
- **DM5130 – Road Machinery**
  - Gas & Diesel Pumps

### **III. BUILDINGS & GROUNDS - Joe Reed**

#### **New Business**

- Weights & Measures – reports attached
- Safety Committee – minutes attached

#### **Updates on Miscellaneous Items**

- Inspection
- LED Lighting Grant
- Solar

### **IV. EXECUTIVE SESSION - if needed**

# HIGHWAY DEPARTMENT

December 1, 2018 – December 31, 2018

## ADMINISTRATION

- Personnel appraisals
- Annual report update
- Vehicle & Equipment orders for 2019 purchases
- Central Garage administration – we have been operating the CG since Dec. 17<sup>th</sup>
- Central Garage policy & procedures development
- Inter-Municipal Agreement for mini-excavator sent out to all interested parties

## TRAFFIC

## CAPITAL

- Pipe crew completed work on Porters Corners culvert replacements

## MAINTENANCE

- Deer carcasses (6) were picked up by YCHD staff
- Ditch cleaning on Italy Hill, Dundee-Starkey and Shay Rd.
- Tree cutting on Second Milo Rd.
- Cleaned gravel out of the Camp Koinonia creek and hauled to Guyanoga for future use
- Cleaned gravel out of the streambed at Maplewood Dr. off Italy Valley Rd and hauled to Guyanoga

## BRIDGES & CULVERTS

William St. – Preliminary design is complete, accepted and Federal authorization to proceed with final design has been granted. R.K. Hite is proceeding with Right of Way acquisition process which will be the critical path getting to Final design approval and authorization to advertise this Fall.

## SNOW

- Crews have been out on snow & ice removal 12 days

## ROAD MACHINERY

## OTHER

- Finished sidewalk installation at the Vine Valley boat launch site. Paving and dress-up work to be completed when weather allows in Spring

**ACCEPT AIRPORT DRIVE AS A COUNTY ROAD**

BE IT HEREBY RESOLVED, the County of Yates is accepting the below listed road as a County road and acknowledges that the County of Yates maintains the road including all repairs and capital maintenance, that the County of Yates accepts all legal responsibility for the road which includes liability in case of lawsuits, and that the roadway is fully open to the public at all times (excepting construction and short term weather-related issues); and be it further .

RESOLVED, that Airport Drive will be numbered CR20 and will run from the east edge of the pavement on CR17 (Bath Road) easterly for a total distance of 0.35 Miles; and be it further

RESOLVED, the Yates County Legislature hereby resolves by the following vote that Airport Drive is now a Yates County Road,

	<u>YEA / NAY</u>		<u>YEA / NAY</u>
Douglas Paddock, Chairperson	_x_/___	Daniel Banach, Legislator	_x_/___
Edward A. Bronson, Legislator	_x_/___	Carlie Chilson, Legislator	_x_/___
Timothy Cutler, Legislator	_x_/___	Leslie Church, Legislator	_x_/___
Elden Morrison, Legislator	_x_/___	P. Earle Gleason, Legislator	_x_/___
Terry L. Button, Legislator	_x_/___	James P. Multer, Legislator	_x_/___
Timothy J. Dennis, Legislator	_x_/___	William R. Holgate, Legislator	_x_/___
Richard Willson, Legislator	_x_/___	Bonnie L. Percy, Legislator	_x_/___

MOTION:      \_\_\_X\_\_\_ (Approved)                      \_\_\_\_\_ (Denied)

NOW, THEREFORE, BE IT RESOLVED, that Resolution 399-18 is hereby rescinded; and be it further

RESOLVED, that copies of this resolution be provided to the County Highway Superintendent, the New York State Department of Transportation, and anyone else deemed necessary.

**RESOLUTION NO. \_\_\_\_\_**

**AUTHORIZE CHAIRMAN TO SIGN AGREEMENT WITH THE MAP SOURCE, INC.**

WHEREAS, Resolution Number 401-18 awarded the bid for new Yates County maps to The Map Source, Inc for the total bid amount of \$5,793.00 for 1600 maps;

NOW, THEREFORE, BE IT RESOLVED, that the Chairman of the Yates County Legislature is authorized to sign the purchase agreement with The Map Source, Inc.; and be it further

RESOLVED, that a copy of this resolution be forward to the Yates County Treasurer, the Yates County Highway Superintendent, and The Map Source, Inc.

PUBLIC WORKS COMMITTEE MEETING  
1-7-2019

*NEW AGENDA ITEMS*

- 1- **Weights and Measures:** See attached report from Cliff Boyce.
- 2- **Safety Committee:** See attached minutes from the meeting. A fire drill was held on 12-19 at 3pm.

*UPDATES ON MISC. ITEMS*

- 1- **Inspection:** This month the following inspection and testing were completed: the quarterly Elevator PM, the annual Fire alarm system test at the PSB and the annual Code Enforcement inspection was completed.
- 2- **LED Lighting Grant:** I have received the bulbs and submitted the reimbursement request. Independent Energy Efficiency Program (IEEP) has approved the request and said the check should be to the County in 4 to 6 weeks.
- 3- **Solar:** Meeting 1-3-19 at 1pm, will have an update at the meeting.

## Yates County Weights & Measures Report – 2018

### 2018

Devices tested: 732 (100%)

Petroleum quality samples, 24 samples collected, no fuel failures

Annual report: will be sent to NYS W&M in late-January, will be posted on county website

Yates-Schuyler W&M IMA (2019-2023)

### 2019

Safety – evaluate all test methods – hazards - use correct PPE

100% device testing

Submit monthly committee reports

Evaluate methods of efficiency improvements

Increased focus/effort on package testing and pricing accuracy

Petroleum Product Quality Program w/NYS W&M (3 year contract; 4/1/19-3/31/22)

Yates County Weights & Measures Department Monthly Report

Last Inspection	Company	Establishment	Device	Quantity	Number Correct	Incorrect (+)	Incorrect (-)	Incorrect-other	Incorrect-visual	Number of visits	Device Type
11/28/2018	Hometowne Energy	Fuel Oil Dealer	Petr.Meters-VTM	2	2					1	#67, 1 meter,gas-diesel
11/28/2018	Hometowne Energy	Fuel Oil Dealer	Petr.Meters-VTM	2	1	1				x	#13, 1 meter,gas-diesel
11/30/2018	Phares Hoover	Farm/Produce	Milk Tank	1	1					1	Milk Tank Calibration
12/5/2018	Birkett Mills,Main Street	Proc./Ware./Mfr.	Platform Scale	1	1					1	Weightronix,platform,5000x1
12/5/2018	Birkett Mills,Main Street	Proc./Ware./Mfr.	Misc.Scale	0	0					x	SPX/GSE,mod.350,indicator
12/5/2018	Birkett Mills,Main Street	Proc./Ware./Mfr.	Platform Scale	1	1					x	Ohaus,VN5000L,5000x1
12/5/2018	Birkett Mills,Main Street	Proc./Ware./Mfr.	Misc.Scale	0	0					x	Ohaus,T31P,indicator
12/5/2018	Birkett Mills,Main Street	Proc./Ware./Mfr.	Platform Scale	1	1			1		x	Ishida,iGB,300x0.1
12/5/2018	Birkett Mills,Main Street	Proc./Ware./Mfr.	Platform Scale	1	1					x	Kubota,KA-10-300LV,300x0.1
12/5/2018	Birkett Mills,Main Street	Proc./Ware./Mfr.	Platform Scale	1	1			1		x	Ishida,iGB,300x0.1
12/5/2018	Birkett Mills,Main Street	Proc./Ware./Mfr.	Misc.Scale	1	1	1				x	Ohaus,Valor,VIIP3,6x0.001lb
12/5/2018	Birkett Mills,Main Street	Proc./Ware./Mfr.	Platform Scale	1	1			1		x	Pennsy/Scale,6600
12/5/2018	Birkett Mills,Main Street	Proc./Ware./Mfr.	Misc.Scale	0	0					x	Pennsy/Scale,7500,indicator
12/5/2018	Birkett Mills,Main Street	Proc./Ware./Mfr.	Platform Scale	1	1					x	Ishida,iGB,300x0.1
12/5/2018	Birkett Mills,Main Street	Proc./Ware./Mfr.	Platform Scale	1	1					x	Kubota,KA-10-HB,300x0.1
12/5/2018	Birkett Mills,Main Street	Proc./Ware./Mfr.	Weights-other	3	3					x	50,50,20
12/5/2018	Birkett Mills,Hamilton	Proc./Ware./Mfr.	Hopper/Batch	1	1	1				2	HopperDumpScale, 500lbs
12/5/2018	Birkett Mills,Hamilton	Proc./Ware./Mfr.	Misc.Scale	0	0					x	Ricelake,880,indicator
12/5/2018	Birkett Mills,Hamilton	Proc./Ware./Mfr.	Platform Scale	1	1					x	Ohaus,VXFloor,5000x1.0
12/5/2018	Birkett Mills,Hamilton	Proc./Ware./Mfr.	Misc.Scale	0	0					x	Ohaus,T31P,indicator
12/5/2018	Penn Yan - Yates County Sheriff	Non-Commercial	Platform Scale	1	1					1	Ohaus, Triple Beam Balance
12/6/2018	Java Gourmet / Keuka Lake Coffee Roasters	Proc./Ware./Mfr.	Misc.Scale	1	1				1	1	MediData,PS-5,10x0.01
12/6/2018	Martin's Bulk Feed	feed-fertilizer	Hopper/Batch	1	1					1	Large Hopper, 10000x10
12/6/2018	Martin's Bulk Feed	feed-fertilizer	Misc.Scale	0	0					x	Weightronix,WI-125 Indicator
12/6/2018	Martin's Bulk Feed	feed-fertilizer	Hopper/Batch	1	1					x	Small Hopper, 8000x10
12/6/2018	Martin's Bulk Feed	feed-fertilizer	Misc.Scale	0	0					x	Weightronix,WI-125 Indicator
12/6/2018	Martin's Bulk Feed	feed-fertilizer	Platform Scale	1	1					x	platform, 100x0.5lb beam
12/6/2018	Martin's Bulk Feed	feed-fertilizer	Hopper/Batch	1	1					x	portable hopper,1000x10
12/6/2018	Martin's Bulk Feed	feed-fertilizer	Misc.Scale	1	1					x	Uline,H1679,5000x1,Pallet Jack Scale
12/6/2018	Martin's Kitchen	Proc./Ware./Mfr.	Misc.Scale	1	1					1	Cen-Tech,500x0.1grams
12/6/2018	Martin's Kitchen	Proc./Ware./Mfr.	Misc.Scale	1	1					x	GEP pallet jack scale, 2000lb
12/6/2018	Martin's Kitchen	Proc./Ware./Mfr.	Platform Scale	2	2					x	Ohaus,D30BR w/T31P Ind.
12/6/2018	Quik Shoppe #109	Gas Station Store	Petr.Pumps	1	1					1	1-kero,5
12/6/2018	Wells Custom Cut Meats	Fish/Butcher	Comp.Scale	1	1				1	1	Hobart,1840,30x0.01

12/6/2018	Wells Custom Cut Meats	Fish/Butcher	Misc.Scale	1	1					x	Chatillon, 205, dual beam, 0-50, 0-500
12/10/2018	Henderson Farms	Proc./Ware./Mfr.	Vehicle Scale	1	1					1	Atlas, 160000x20
12/10/2018	Henderson Farms	Proc./Ware./Mfr.	Misc.Scale	0	0					x	Fairbanks, FB1100-2 Indicator (NEW)
12/12/2018	Log City Meats	Fish/Butcher	Misc.Scale	3	3					1	Adam Equip, CPW plus-150, 330x0.1
12/12/2018	Log City Meats	Fish/Butcher	Monorail Scale	1	1					x	monorail/hanging scale,
12/12/2018	Log City Meats	Fish/Butcher	Misc.Scale	0	0					x	Ricelake, IQ(t)355-2A, Indicator
12/12/2018	Shirk's Meats	Fish/Butcher	Comp.Scale	1	1				1	1	CAS, CL5000, 0-30x0.01, 30-60x0.02
12/12/2018	Shirk's Meats	Fish/Butcher	Monorail Scale	1	1					x	Monorail 1000x0.2, w/CAS CI200A
12/12/2018	Shirk's Meats	Fish/Butcher	Pre-Pack Scale	1	1					x	Ind.
12/12/2018	Shirk's Meats	Fish/Butcher	Pre-Pack Scale	1	1					x	200x0.2, w/TRWS Ind.
12/12/2018	Shirk's Meats	Fish/Butcher	Misc.Scale	1	1					x	Hobart, Ameri, 30x0.01
12/12/2018	Shirk's Meats	Fish/Butcher	Misc.Scale	1	1					x	Hanging w/CAS CI2001A, 100x0.01
12/13/2018	A-Plus / Seven-Eleven (Sunoco) #40140	Gas Station Store	N/A	0	0					1	Complaint; fuel price display
12/14/2018	Keuka College Health Services	Non-Commercial	Platform Scale	1	1					1	Health-O-Meter, 350x0.25lbs
12/14/2018	Keuka College Health Services	Non-Commercial	Platform Scale	1	1				1	x	Seca, 400x0.25
12/14/2018	Penn Yan - Elementary School	Non-Commercial	Platform Scale	1	1				1	1	Seca, 400x0.25, Health Office
12/14/2018	Penn Yan - Elementary School	Non-Commercial	Platform Scale	1	1					x	Wrestling Scale
12/14/2018	Penn Yan - Elementary School	Non-Commercial	Platform Scale	1	1					x	Wrestling Scale
12/14/2018	Penn Yan - High School	Non-Commercial	Platform Scale	1	1					1	Seca, 550x0.2
12/14/2018	Penn Yan - Middle School	Non-Commercial	Platform Scale	1	1					1	Health-O-Meter, 500x0.2
12/14/2018	Penn Yan Wrestling	Non-Commercial	Platform Scale	1	1					1	Belfour PS6600T
12/14/2018	T.O.P.S / K.O.P.S - Dundee	Non-Commercial	Platform Scale	1	1					1	Health-O-Meter, 350x0.25lbs
12/14/2018	Yates County - Public Health	Non-Commercial	Misc.Scale	7	7					1	4-infant, 3-floor
12/19/2018	Himrod Farm Supply	Hardware	Platform Scale	1	1					1	CAS, PB, 0-150x0.05, 150-300x0.1
12/19/2018	Himrod Farm Supply	Hardware	Misc.Scale	1	1					x	Hanging, Chatillon 027A, 20lbx0.5oz
12/19/2018	Himrod Farm Supply	Hardware	Comp.Scale	1	1				1	x	CAS, EC, 60x0.002
12/19/2018	Himrod Farm Supply	Hardware	Lin.Meas.Dev.	1	1					x	Hykon, 220, rope meter
12/19/2018	Himrod Farm Supply	Hardware	Misc.Scale	1	1					x	CAS, SW-50, 50x0.02

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YTD Tests Completed (732 total devices in Yates County)

Actual: 732  
Target: 732



**Safety Committee Meeting**  
**12-19-18 at 1:00 PM**  
**County Administrators Conference Room (1<sup>st</sup> floor COB)**

Present: Joe, Kerry, Craig, Elaine, Victor (by phone)

- 2019 Training schedule
  - Kerry reviewed documents provided by PESH about training guidelines. Kerry will send out an Email to department heads stating the mandatory trainings for all and ask for the departments input for what their specific department would need based on their job duties per the PESH guidelines.
  
- Fire Extinguisher hands on training participation stats
  - The training had about 30 to 40 people participate.
  
- Set dates for 2019 meetings
  - 3-27-19, 6-26-19, 9-25-18, 12-18-19
  
- Any additional items from the committee.
  - Emergency Action Plan do we need to update this. Joe will look at current plan and bring to the March meeting.
  - Smoking Policy Enforcement? Joe will contact Public Health and Kerry the Sheriff to see how this will be handled.

Meeting adjourned at: 1:59

Next meeting 3-27-19