

**PUBLIC WORKS COMMITTEE AGENDA**  
**Location: Yates County Legislative Chambers**  
**Date: July 6, 2020 at 12:30 p.m.**

**NOTE:**

- Maximum attendance at any meeting is limited to 50 persons.
- Considering 14 Legislators, the Clerk of the Legislature and the County Administrator, public attendance will therefore be limited to 34 persons
- If it is desired to address the committee (or Legislature) it would be appreciated that the Clerk of the Legislature be contacted to assure that there will be capacity in the room. (phone 315-536-5150 or email chayas@yatescounty.org)
- Wear a mask when not seated.
- Wear a mask if not able to maintain 6 feet from adjacent persons (i.e – social distance)
- Attendance can also be by ZOOM; the login information is below

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

Please click this URL to join.

<https://zoom.us/j/95039311471?pwd=YVZWZGtNTFloa2dWYU5tTDN6NnIrUT09>

Webinar ID: 950 3931 1471

Password: 687390

Or join by phone:

Dial

US: +1 646 558 8656 or +1 312 626 6799

Committee members: Dan Banach, Jim Multer, Terry Button, Earle Gleason, Pat Killen, Rick Willson

- Dan and Terry will do the audit this month
- Approve the minutes from the June meeting
- Public Comment

**Highway – Craig Prior**

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

**Buildings & Grounds – Joe Reed**

- Weights & Measurers report
- Safety Committee minutes
- Solar Farms
- Building & Grounds Assistance
- Space Changes
- Charging Station usage

**County Administrator – Nonie Flynn**

- Review project status report as it relates to Public Works

**Executive Session – If needed**

# HIGHWAY DEPARTMENT

June 1, 2020 – June 30, 2020

## CENTRAL GARAGE

- Surplus vehicles (3) sold through Auctions International. Revenue: \$29,300.00. Revenue from 2015 Ford Explorer (\$13,200.00) will be credited to Highway Revenue.
- Suspension continuing until notified to resume operations.

## TRAFFIC

- Striping will be scheduled after shoulder placement on Capital projects and surface treating is completed.
- Steuben County paint striping truck is operating, however because of COVID, they had a late start. Will be able to stripe YC roads when we are ready.

## ADMINISTRATION

- Continue training of Senior Account Clerk, she is doing well.
- Communicating with employees on Operations Plan during COVID Pandemic.
- Continue monitoring of 2020 budget.
- Preparing for 2021 budget.
- Bridge project administration.
- 15 Year Capital Improvement schedule was sent to Dan Long after the last PW meeting.
- NYSDOT Shared Services Agreement: Renewal
- COVID procedures for employees going well. Have had no issues.

## MAINTENANCE

- Maintenance ditching on various roads.
- Mowing roadsides: 1<sup>st</sup> round complete, beginning 2<sup>nd</sup> round.
- Contractor placed HMA on 450' section of Plum Point Road at Rte. 14.

## CAPITAL

- Contractor completed placement of HMA on both Friend and Italy Valley Roads on June 16th.
- Savings from project asphalt index, \$106,829.77
- County forces have begun placing asphalt milling shoulders on Friend Road.
- NYSCHSA lobbyist is indicating that 20% of reimbursement could be held. If held for the rest of the year, it does appear as though will be carried over to next years dollar amount.

## BRIDGES & CULVERTS

- William St. – Foundation piles being driven for West side abutment.
- E. Sherman Hollow – Final design taking place.
- County forces washing and cleaning bridge decks.
- Pot hole repairs on the Pre-Emption Road bridge deck.

## SNOW & ICE

## ROAD MACHINERY

- Surplus vehicles (6) sold through Auctions International. Revenue: \$83,260.00 (Includes 2015 Ford Explorer (\$13,200.00))
- Previous Sign Maintenance which was repurposed to be the shop maintenance truck is in service.
- Two trucks and one excavator to be auctioned/sold at a later date.

## OTHER

- County forces set septic tank at East Sherman Hollow tower site.
- Deep hole test dug for septic system. Soil and Water on site for verification of soil.

PUBLIC WORKS COMMITTEE MEETING  
7-6-2020

*NEW AGENDA ITEMS*

- 1- **Weights and Measures:** Please see the attached report.
- 2- **Safety Committee:** Please see the attached minutes from the June 18<sup>th</sup> meeting.

*UPDATES ON MISC. ITEMS*

- 1- **Solar Farms:** BQ Energy has submitted their application to NYSEG for the interconnect capacities.
- 2- **B&G Assistance:** B&G helped with the setup of events for Public Health and Elections this month.
- 3- **Space Changes:** B&G has been working on moving Veterans Services along with work in the Administrator and Personnel's area on changes.
- 4- **Charging Station:** See attached usage summary.

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
5/27/2020	Martin's Seed, Feed & Supplies	feed-fertilizer	Vehicle Scale	1			1			1	Weightronix,200000x20
5/27/2020	Martin's Seed, Feed & Supplies	feed-fertilizer	Misc.Scale	0	0					x	Weightronix WI127GTN,Ind.
5/27/2020	Martin's Seed, Feed & Supplies	feed-fertilizer	Misc.Scale	0	0					x	auxiliary scale Indicator
6/3/2020	Dandy Mini Mart (#13)	Gas Station Store	Petr.Pumps	16	16					1	Gas
6/3/2020	Dandy Mini Mart (#13)	Gas Station Store	Petr.Pumps	8	8				1	x	Diesel
6/3/2020	Dandy Mini Mart (#13)	Gas Station Store	Petr.Pumps	2	2					x	Kero
6/3/2020	Dandy Mini Mart (#13)	Gas Station Store	Petr.Pumps	2	2					x	90 non-eth
6/3/2020	Dandy Mini Mart (#13)	Gas Station Store	Petr.Pumps	2	2					x	Hi-Flow diesel
6/3/2020	Dandy Mini Mart (#13)	Gas Station Store	Timing Device	1	1					x	1\$/4m,Air Dispenser
6/3/2020	Dandy Mini Mart (#13)	Gas Station Store	Device-Misc	3	3					x	console
6/3/2020	Dandy Mini Mart (#13)	Gas Station Store	Pre-Pack Scale	1	1					x	Detecto,APS8,15x0.01
6/18/2020	Candy Land	candy/nuts	Comp.Scale	1	1					1	MettlerToledo,8433,30x0.01
6/18/2020	Candy Land	candy/nuts	Comp.Scale	1	1					x	Torry,L-PC-40L,40x0.01
6/18/2020	Caramel Corn Shop	candy/nuts	Comp.Scale	1	1				1	1	Globe,GS30,30x0.01
6/18/2020	Darlene's Deli	Food Store/Deli	Comp.Scale	1	1				1	1	CAS,AP-1,15x0.005
6/18/2020	Darlene's Deli	Food Store/Deli	Pre-Pack Scale	1	1					x	Hobart,1841,30x0.01
6/18/2020	Darlene's Deli	Food Store/Deli	Comp.Scale	1	1					x	Digi,SM-90,30x0.01
6/18/2020	Oh Fudge	candy/nuts	Pre-Pack Scale	1	1					1	MettlerToledo,8433,30x0.01
6/18/2020	Oh Fudge	candy/nuts	Pre-Pack Scale	1	1				1	x	Berkel,DX342,15x0.005
6/18/2020	Pantry Pleasures	other-coffee	Comp.Scale	1	1					1	CAS,AP-1,15x0.005
6/18/2020	Squires Peanuts & Popcorn	candy/nuts	Misc.Scale	1	1					1	Chatillon,027/A,20x0.5oz
6/18/2020	Samuel Zimmerman	Farm	Milk Tank	1	1					1	New Pound Chart
				47	46	0	1	0	4	9	

YTD Tests Completed (696 total devices in Yates County)

Actual: 311

Target 335

**Safety Committee Meeting**  
**6-18-20 at 1:00 PM**  
**Auditorium**

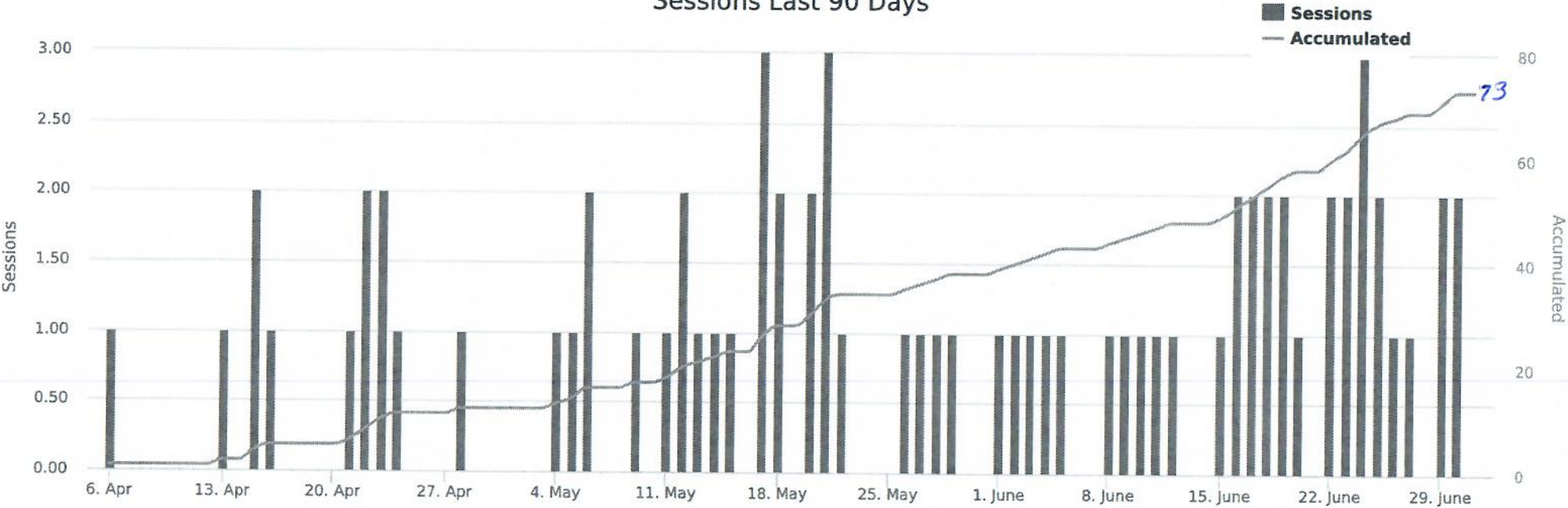
Present: Joe, Kerry, Craig, Chad, Brian, Derek, Elaine

- COB Emergency Procedures Guide
  - This was distributed to employees and is available on the intranet
  - This will be setup as a Skill-up training similar to the Title 5 training for 2021.
  
- Covid 19
  - Many physical barriers have been instated and office spaces changed around to help keep the employees safe and healthy.
  - Restoration of Operations plan discussion no issues at this time.
  - COB front desk discussion the people that have been there report it is going well.

Meeting adjourned at: 1:30

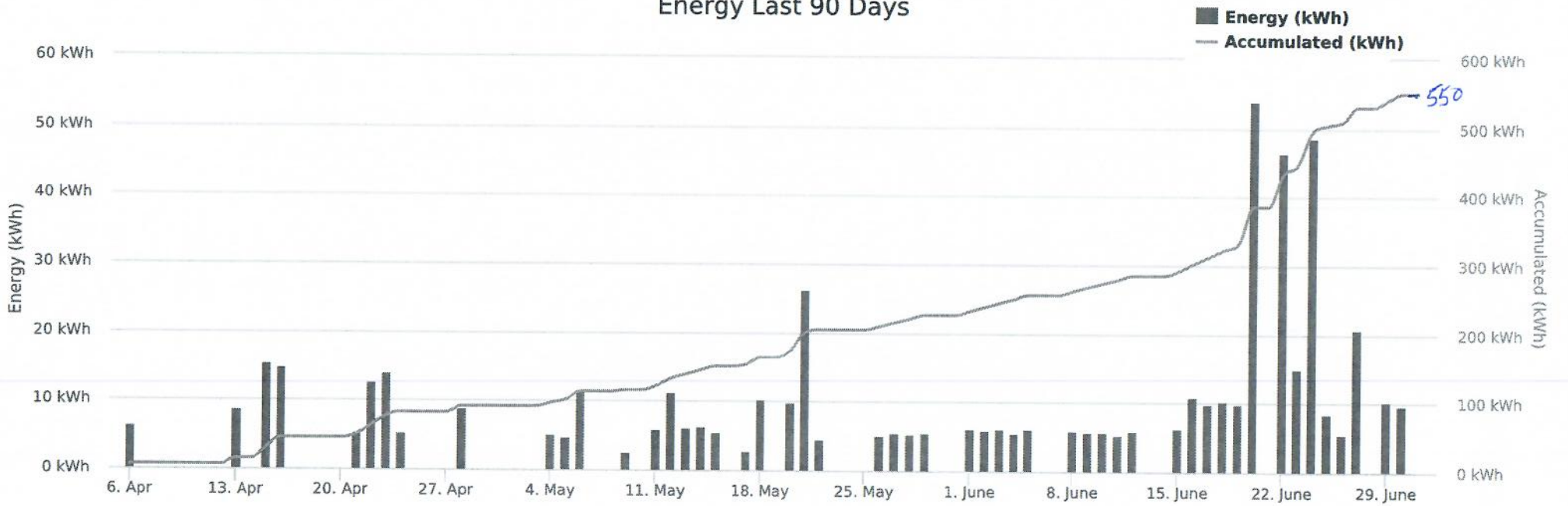
Next meeting: September 17, 2020

### Sessions Last 90 Days





### Energy Last 90 Days





## Yates County: Project Status Report

Summary													
Item #	Committee	Department	Item	Status	Importance	Responsible	Consulted	Description	Due Date	Closed Date	Updates (include date)	Outcome	Associated Outcome Docs
2	Finance	Planning	Manage ReConnect Grant	In Progress	High	Dan Long	Committee					Committee formed. Hired Hunt to apply for grant, working with Corning Inc. on feasibility study. Received \$10.3M Grant!!!	
26	Finance	Planning	Oversight of county-wide water infrastructure study	In Progress	Medium	Dan Long	Leslie	Working w/ Municipal Solutions & Clark	12/31/20		Waiting for contracts. Kick-off mtg. 5/2 NYS submitted contracts.		
27	Finance	Planning	Oversight of airport sewer project.	In Progress	Medium	Dan Long	Doug				Res. 211-19 YC/Milo Agreement.		
30	Finance	Planning	Update Comprehensive Plan	In Progress	Medium	Dan Long	Planning Committee			11/30/20	Monthly mtgs.		
1	Gov't. Ops.	IT	Plan for use of twelve unused strands.	In Progress	High	Tim Groth	Committee			12/31/20	Mtg. 3/7, Committee Formed, 4/12 mtg. Dresden splice completed, Frontier cutting over 10/28		
19	Public Safety	Probation	Implement transition plan for "Raise the Age".	In Progress	Medium	Sharon	Nonie	LDC formed.				Bath site chosen.	
4	Public Works	B & G	Determine whether YC qualifies as a Clean Energy Community.	In Progress	Medium	Joe	Nonie	4 of 10 items qualify	9/30/19			Waiting on NYSERDA's input	
24	Public Works	B & G	Review Safety Audit recommendations	In Progress	Medium	Joe	Nonie			12/31/20			
<b>CLOSED:</b>													
6	Gov't. Ops.	Legislature	Plan budget orientation session for new legislators.	Closed	Low	Nonie			1/31/20	1/7/20		Distributed 2020 budgets. Trained Dick Harper.	
21	Public Safety	Sheriff	Complete needs assessment for Communications.	Closed	High	Dan Long	Ron		11/26/19	1/31/20	Scope mtg. 5/16, Present to PS & Finance in June, RFP due 7/14, vendor responded	Received assessment	
22	Public Safety	Sheriff	Research potential sites for Italy Hill Tower.	Closed	Medium	Dan Long	Ron	waiting on MidState report	1/31/20			Lease thru 11/2022. Emerson Rd Needs assessment completed.	
11	Gov't. Ops.	Personnel	Update Administrative Manual.	Closed	High	Kerry	Committee		12/9/19	5/11/20	Mtg. 6/14, 8/22, waiting on attorney review, adopted		
18	Human Services	Indigent Legal Services	Evaluate office	Closed	Medium	Ed Bronson	Nonie		9/30/19	5/11/20	Staff office using 5 year ILS grant, hired new employees		
32	Public Works	B & G	Investigate feasibility of solar panels at Torrey landfill	Closed	Medium	Joe	Nonie		11/30/19	5/19/20	RIPs sent by 8/30, signed contract w/ BQ Energy		
36	Finance	Planning	Manage Septic Replacem. Grant	Closed	Medium	Dan Long	Legislature		5/1/20	6/30/20	Applications rcvd. For final \$102K	Last disbursement vouchered	
37	Finance	Planning	Public Safety Building Needs Assessment	Closed	Critical	Dan Long	Ron		7/1/20		RIP needed	Proposals received	