

PUBLIC WORKS COMMITTEE AGENDA
Location: Yates County Legislative Chambers
Date: July 6, 2022 at 12:00 p.m.

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

- Dan and Pat will do the audit this month
- Approve the minutes of the June meeting
- Public Comment

HIGHWAY: Doug Rapalee

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

Resolutions:

- Authorize County Highway Superintendent to Fill Position (Deputy County Highway Superintendent)

BUILDINGS AND GROUNDS: Joe Reed

- Weights & Measurers
- Trash & Recycling Pickup
- Painting
- Security Gates
- Inspection

Resolutions:

- Authorize Chairwoman to Sign Contract with K&D Disposal
- Authorize Chairwoman to Sign a Contract with WBR Painting

COUNTY ADMINISTRATOR: Nonie Flynn

- Nothing to report

Executive session if needed

HIGHWAY DEPARTMENT

June 1, 2022 – June 30, 2022

CENTRAL GARAGE

- Central Garage use remains steady, 5,400+ miles in June.
- June 29th Motor Vehicle Accident involving CG-2.
 - Intersection of County Route 5 (Hall-Post Road) and State Routes 5&20.
 - No injuries reported.

TRAFFIC

- CR32, Italy Hill Road at 5 Mile Creek Road Closure for Culvert Replacement
 - Anticipated Closure Dates: August 15th – September 2nd.
 - Closure between Prosser Road and Italy Friend Road (CR35).
 - Emergency traffic will not be able to get through.
 - Signs for Detour Route will be in place.
 - Working on renting 2 Variable Message Signs for placement in Branchport and Prattsburgh.

ADMINISTRATION

- Building Project: Meeting with C&S held on 6/15.
 - Proposed Site Plan is complete. Site Survey & Geotechnical investigations are complete. Awaiting consultant reports to be returned to C&S.
 - C&S has proceeded with Exterior Elevation Option 1 in preparation for full Basis of Design and Mechanical system presentation on July 7th.
 - Construction Management (CM) Request for Proposal has been advertised on Contract Reporter. Proposals due July 18th.
- FEMA Flood Reimbursement Status;
 - Class A Costs are obligated. Requested back-up for Class C costs have been submitted to FEMA for review. No further updates provided.
- Continue review and preparation for 2023 Budget.
- Personnel
 - (MEO Trainee Program); All 3 Trainees have started as of May 18th & June 13th.
 - 1 Trainee has started CDL Training, 2 others to be registered shortly.
 - Vacancy Review; Deputy Highway Superintendent.
- Resolutions:
 - Authorization to fill Deputy Highway Superintendent position.

MAINTENANCE

- Continue roadside mowing, Round 1 completed June 9th. Round 2 started June 13th.
- Installation of new driveways on various county roads.
- Installation of heavy rock ditch on CR22, East Sherman Hollow Road.
- Crack Seal; completed all planned roads on June 10th.
- Chip Seal (Oil & Stone); Chip Seal started on June 30th. Planning to complete 17+ miles.
- Vegetation Control; Started June 29th.

CAPITAL

- Crushing of Millings commenced on May 31st. All crushing is complete.
- CR1, Himrod Road; Paving started on May 31st. Paving completed June 7th.
- CR23, Lovejoy Road; Paving started June 8th. Paving completed June 15th.
- CR10, North Vine Valley; Shoulder installation started June 8th. Completed June 14th.
- CR1, Himrod Road; Shoulder installation started June 16th, Completed June 22nd.
- CR23, Lovejoy Road; Shoulder installation started June 23rd. Completed June 29th.

BRIDGES & CULVERTS

- CR15, Pre-emption Road, Bridge deck repairs completed.
- CR11, Chubb Hollow Road; Replacement of 2 Culverts.
 - Investigation on-going for Hydrology review to size culverts appropriately for a 100 year storm.
- Gibson Road Bridge (Town of Barrington)
 - A Safety Flag Notice with Prompt Interim Action requirement was received from the NYSDOT. The bridge has been temporarily closed.
 - Reviewing possibility of a permanent closure.
- CR18, Italy Valley Road;
 - Review of existing culverts w/ Soil & Water
 - Culvert at the CR18 (Italy Valley Road) & Maplewood drive.
 - Culvert near Martin Road @ 1895 CR18 (Italy Valley Road).
 - Town of Italy Culvert replacement plan / 2024 paving project.
- Haley Road Bridge Project (Barton & Loguidice)
 - Surveying of existing bridge on-going.

SNOW & ICE

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ROAD MACHINERY

- Still waiting for GM to post ½ ton pick-up pricing.
- Awaiting delivery of new Loader; scheduled for mid-July.
- Awaiting delivery of Road Widener; scheduled for early July.
- New Plow Truck chassis tentatively scheduled to be built in October. Anticipating a February 2023 delivery.

OTHER

- West Lake Road; Status of B&L design for repair of slope failure at House #1861.
 - Awaiting confirmation from Surveyor of date he will be on-site.

VACANCY REVIEW FORM

- 1. Does this position perform services that are mandated by the Federal or State government? YES NO

- 2. If the answer to #1 is no, does this position perform services that the County has traditionally maintained? YES NO

- 3. If the answer to #2 is yes, can an entity other than Yates County government perform these services? YES NO

- 4. If this position is not refilled, can other positions be reconfigured to handle the work performed by the person in this position? If so, what positions? If not, how will the work conducted by the person in this position be handled? YES NO

- 5. If applicable, is there an existing Civil Service Eligibility List for this position? YES NO

- 6. Will the loss of this position impact overtime? *If yes, why and how can this be minimized? (Please attach an analysis showing any impact on overtime.)* YES NO

- 7. Does federal and/or state aid offset the cost of this position? *(If yes, how much)* YES NO
\$ _____

- 8. If the position were eliminated, what would be the net county savings? *(Include fringe benefits and retirement)* _____
\$83,800 / \$92,100

- 9. Is there any risk, financial or otherwise, to waiting 30 days to refill this position? YES NO

- 10. If you are given approval to refill this position, when do you expect to fill it? Date: July 12, 2022

- 11. Please submit any other information that you think would be helpful to this review.

This position performs daily tasks and engineering for projects. The DS will meet with the public about complaints and provide guidance on field work where needed. The DS maintains data for snow and ice removal, sign maintenance, culvert work, and other various data driven projects.. This position has been filled for at least the last 22 years and before. It is a vital part of the daily operations at the highway department. This position is a non-union position and is second in command when the Superintendent is absent. There is an understanding that either the Superintendent or the Deputy Superintendent will be present during work hours. The third in command position (Highway Maintenance Supervisor) is a union position who is busy with field work responsibilities. The HMS does not have time to perform DS job duties.

**AUTHORIZE COUNTY HIGHWAY SUPERINTENDENT TO FILL POSITION
(DEPUTY COUNTY HIGHWAY SUPERINTENDENT)**

WHEREAS, the Deputy County Highway Superintendent position became vacant on May 1, 2022 as a result of a promotion; and

WHEREAS, the County Highway Superintendent through the vacancy review process has identified the continued need for the Deputy County Highway Superintendent position and is requesting that the vacancy be filled; and

WHEREAS, the annual cost to fill the Deputy County Highway Superintendent position, including fringe is \$92,086;

NOW, THEREFORE, BE IT RESOLVED, that effective July 11, 2022 the County Highway Superintendent is hereby approved to fill the Deputy County Highway Superintendent position; and be it further

RESOLVED, that the County Highway Superintendent is also authorized to fill any subsequent vacancies that occur through promotion of an employee into the vacant position, if applicable; and be it further

RESOLVED, that copies of this resolution be given to the County Highway Superintendent, Personnel Officer, County Administrator and the Director of Finance.

PUBLIC WORKS COMMITTEE MEETING

7-6-2022

*BUILDINGS AND GROUNDS
AGENDA ITEMS*

- 1- **Weights and Measures:** Please see the attached report.

- 2- **Trash & Recyclables Pickup:** The contract for this is set to expire on 8-31-22. RFP's were sent to all four licensed haulers in Yates County. I received two proposals back K&D Disposal at a monthly cost of \$400 per month and Casella Waste for \$964 per month. This is for services at Highway, PSB and COB/CH. I have attached a resolution for your review.

- 3- **Painting:** As part of the 2021 capital plan there is funds to paint the windows on the COB Annex. The walls in the hall and stairways in the front of the Old Courthouse need plaster repair and painting as well. I have received two quotes out of the eight companies I have called some multiple times. WBR Painting came in at \$9,979 and DCH Home Improvement came in at \$11,900. I have attached a resolution for your review.

- 4- **Security Gates:** As requested I did some research on hall gates. To restrict the access for uses of the Auditorium only there would need to be 3 gates on first floor and 2 on the second floor. The cost of the gates would be around \$4,000. The issue with adding gates is that they interfere with egress routes laid out in the NYS Fire Codes. Ryan Bailey Yates County CEO and I meant in the COB to review location and some of the gates would be in violation of section 1006.3.2 of NYS Fire Code.

- 5- **Inspection:** The Public Safety large UPS was serviced this month.

AUTHORIZE CHAIRWOMAN TO SIGN CONTRACT WITH K&D DISPOSAL

WHEREAS, Yates County has solicited Request for Proposals for the County's garbage and recyclable pick up at the following locations the Yates County Office Complex & Courthouse, the Yates County Public Safety Building, and the Yates County Highway Department; and

WHEREAS, the specifications requested a "cost per month" flat fee for garbage and recyclables to be picked up weekly at each location; and

WHEREAS, the following "cost per month" prices were received K&D Disposal Inc. at \$400 per month, Casella Waste at \$964 per month, Cardinal Disposal no submitted price and Kennedy's Hauling no submitted price; and

WHEREAS, the lowest responsible proposal for said contract was K&D Disposal Inc. for these services;

NOW, THEREFORE, BE IT RESOLVED, that upon the approval of the County Attorney, the Chairwoman of the Legislature is authorized to enter into a contract with K&D Disposal Inc. for the County garbage and recyclable; and be it further

RESOLVED, that said contract will run from 9/1/22 to 8/31/25 for an amount not to exceed \$400 per month; and be it further

RESOLVED, that copies of this resolution be provided to the Director of Finance, Budget Officer, Building Maintenance Supervisor and County Treasurer.

AUTHORIZE CHAIRWOMAN TO SIGN AN CONTRACT WITH WBR PAINTING

WHEREAS, the exterior windows on the Annex of the COB require painting as does the entry and stairway walls of the Old Courthouse; and

WHEREAS, the Building Maintenance Supervisor sought proposal, for painting and plaster repair of the aforementioned areas and has received a proposal from WBR Painting for a sum of \$9,979.00 for this service;

NOW, THEREFORE, BE IT RESOLVED, that upon the approval of the County Attorney, the Chairwoman of the Legislature is authorized to enter into a contract with WBR Painting to repair plaster and paint the entry and stairway of the Old Courthouse and paint the exterior windows of the Annex; and be it further

RESOLVED, that said contract will run from 8-1-22 to 12-31-22 for a total sum of up to \$9,979.00; and be it further

RESOLVED, that copies of this resolution be provided to the Director of Finance, Budget Officer, Building Maintenance Supervisor and County Treasurer.

