

PUBLIC WORKS COMMITTEE AGENDA
Location: Yates County Legislative Chambers
Date: July 7, 2021 at 12:30 p.m.

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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 of the June meeting
- Public Comment

HIGHWAY: Craig Prior

- Central Garage
- Traffic
- Administration
- Maintenance
- Capital
- Bridges and Culverts
- Road Machinery

BUILDINGS AND GROUNDS: Joe Reed

- Weights and Measurers report
- Clean Energy Communities
- Solar
- Safety Committee minutes
- Inspections

COUNTY ADMINISTRATOR: Nonie Flynn

- Project Status report

Executive session if needed

HIGHWAY DEPARTMENT

June 1, 2021 – June 30, 2021

CENTRAL GARAGE

- Continue to wait for delivery of 2021 Chevy Malibu.

TRAFFIC

- Waiting on delivery of two yellow blinking lights, mid July.
- Sign reflectivity test done for 2021 (800 +/- signs).

ADMINISTRATION

- Preparation of 2022 budget
- Highway/OEM Facility: Ad-Hoc Building Committee.
- Doug R. and I are assembling RFP for A&E services, will distribute to committee for feedback.

MAINTENANCE

- Mowing taking place, 2nd round.
- Surface treating began June 29th. Surface treat schedule, Italy Hill Road (partial), Havens Corners Road (entire length), Dundee-Himrod Road (entire length) and Plum Point Road (entire length)

CAPITAL

- Placement of HMA for all projects completed on June 11th.
- Total HMA escalation - \$138,674.56
- Shoulders completed on West Lake and Bath Roads.
- Working on shoulders for Ridge and Travis Roads.
- Will be scheduling striping for the week of July 19th. (Will be placing flyers again on West Lake regarding paint striping).

BRIDGES & CULVERTS

- E. Sherman Hollow – deck has been removed. Placing heavy stone fill at abutments and center pier.
- Haley Road Bridge – BRIDGE-NY 3 application submitted.

SNOW & ICE

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ROAD MACHINERY

- 2021 Dumptruck at Viking for installation of body.
- 2021 Chevy Pickup – Waiting for delivery
- 2001 John Deere Loader, auction revenue - \$34,500
- 2001 Brush Grapple, auction revenue - \$7,200
- 2008 Ford New Holland Tractor w/ side flail, auction revenue - \$16,100

OTHER

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PUBLIC WORKS COMMITTEE MEETING
7-7-2021

*BUILDINGS AND GROUNDS
AGENDA ITEMS*

- 1- **Weights and Measures:** Please see the attached report.
- 2- **Clean Energy Communities:** The County was awarded the \$5,000 designation grant in June for the four high impact items the County completed in 2019 and 2020.
- 3- **Solar:** BQ Energy update.
 - a. **Interconnect:** “NYISO’s preliminary analysis resulted the Torrey landfill cost was higher than expected, and the Potter landfill interconnect is unfortunately too high to support the solar array design. As a result, we will be focusing on Torrey first.”
 - b. **Lease:** “As the project proceeds, it is likely we would separate the projects into two separate actions for purposes of SEQR so that each project goes through its own SEQR review, but this would require a new, separate lease for each project. We have asked our lawyer to follow-up with Yates County legal to discuss the next steps on the lease and SEQR.”
- 4- **Safety Committee:** Please see the attached minutes from the 6-17 meeting.
- 5- **Inspections:** This month the PSB cooling tower had its monthly inspection and testing.

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
6/15/2021	Allen Shirk	Farm	Milk Tank	1	1					1	Milk Tank Calibration
6/17/2021	Lamar Zimmerman	Farm	Milk Tank	1	1					1	Milk Tank Calibration
6/22/2021	John Reiff	Farm	Milk Tank	1	1					1	Milk Tank Calibration
6/22/2021	Andrew Leid	Farm	Milk Tank	1	1					1	Milk Tank Calibration
6/23/2021	Burkholder Repair	other-propane	Platform Scale	1	1					1	Fairbanks, 1124, 100x0.5lbs
6/23/2021	Burkholder Repair	other-propane	Weights-other	4	4					x	100,200,200,400
6/23/2021	Indian Pines Farm Market	Farm/Produce	Comp.Scale	1	1				1	1	CAS,AP-1,30x0.01
6/23/2021	Indian Pines Farm Market	other-propane	Platform Scale	1	1					1	Fairbanks, 1124, 100x0.5lbs
6/23/2021	Indian Pines Farm Market	other-propane	Weights-other	3	3					x	100,200,200
6/23/2021	Tractor Supply #2287	Hardware	Comp.Scale	2	2				2	1	Ohaus,A71P15DNUS,0-15x0005,15-30x0.01
6/23/2021	Tractor Supply #2287	other-propane	Platform Scale	1	1					1	Detecto,854F100P,100x0.5
6/23/2021	Tractor Supply #2287	other-propane	Weights-other	4	4					x	100,100,200,500
6/23/2021	Vine Street Bubble Bath	Other-carwash	Timing Device	1	1					1	Carwash, \$3.00/5m
6/23/2021	Wager's U-Pick Cherries	Farm/Produce	Platform Scale	1	1				1	1	Forysth Platform, 0-100x1.0
6/23/2021	Windy Acres Farm Market	Farm/Produce	Comp.Scale	1	1				1	1	TEC, SL-2200,30x0.01
6/23/2021	Windy Acres Farm Market	Farm/Produce	Comp.Scale	1	1				1	x	CAS,S2000Jr,0-30x0.01,30-60x0.02
6/24/2021	Aaron Zimmerman	Farm/Produce	Platform Scale	1	1					1	Fairbanks, 1280, 100x0.5 dual beam
6/24/2021	Aaron Zimmerman	Farm/Produce	Weights-other	4	4					x	weight set, 200,200,200,500
6/24/2021	Back Achers Campsites	other-propane	Platform Scale	1	1					1	Fairbanks, 1124, 100x0.5lbs
6/24/2021	Back Achers Campsites	other-propane	Weights-other	4	4					x	100,200,200,400
6/24/2021	Katy Wheeler's Farm Stand	Farm/Produce	Misc.Scale	1	1				1	1	Detecto,Hanging,30lbsx1oz
6/24/2021	Seneca View Greenhouse	other-propane	Platform Scale	1	1					1	Fairbanks, 1124, 100x0.5lb beam
6/24/2021	Seneca View Greenhouse	other-propane	Weights-other	4	4					x	100,200,200,400
6/24/2021	Sugar Shack Blueberries	Farm/Produce	Comp.Scale	1	1				1	1	Detecto,DS30,30x0.01
6/24/2021	Sugar Shack Blueberries	Farm/Produce	Comp.Scale	1	1				1	x	A&D,30x0.01
6/28/2021	Bedient U-Pick Blueberries	Farm/Produce	Comp.Scale	1	1				1	1	Torrey,PC-40L,40x0.01
6/28/2021	Bedient U-Pick Blueberries	Farm/Produce	Comp.Scale	1	1				1	x	Torrey,L-PC-40L,40x0.01
6/28/2021	Bedient U-Pick Blueberries	Farm/Produce	Misc.Scale	1	1					x	Sanitary,drum,24lbx1oz
6/28/2021	Weaber U-Pick Blueberries	Farm/Produce	Misc.Scale	1	1				1	1	Standard Computing Scale Co,15x1.0oz
6/28/2021	Elvin Brubacher	Farm	Milk Tank	1	1					1	Milk Tank Calibration
6/29/2021	Martin's Seed, Feed & Supplies	feed-fertilizer	Vehicle Scale	1	1					1	Weightronix,200000x20
6/29/2021	Martin's Seed, Feed & Supplies	feed-fertilizer	Misc.Scale	0	0					x	Weightronix WI127GTN,Ind.
6/29/2021	Martin's Seed, Feed & Supplies	feed-fertilizer	Misc.Scale	0	0					x	auxiliary scale Indicator
				49	49	0	0	0	12	21	
YTD Tests Completed (618 total devices in Yates County)											
		Actual:	276								
		Target	297								

Safety Committee Meeting
6-17-21 at 1:00 PM
Auditorium

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

- COB main entrance level of security?

Discussion on the need and level of Security presents at the entrance of the COB was had. After talking through option the group felt the best solution was to have a similar setup as the Courthouse with County security officers being attached to Court Security group. A letter from the Safety Committee will be sent to the County Administrator.

- Any additional items from the committee.

None

Meeting adjourned at: 1:45

Next meeting: September 16, 2021



Yates County: Project Status Report

Summary											
Item #	Committee	Department	Item	Status	Importance	Responsible	Consulted	Description	Due Date	Closed Date	Updates (include date)
2	Finance	Planning	Manage ReConnect Grant	In Progress	High	Marian/Dan L. Committee		Hire Construction Firm			Committee formed. Hired Hunt to apply for grant. Received \$10.3M Grant! Hired Empire as ISP. Hired NYES for engineering services.
27	Finance	Planning	Oversight of airport sewer project.	In Progress	Medium	Dan Long	Doug		8/31/21		Res.211-19 YC/Milo Agreeemt.
40	Finance	RP	Implement County Assessment Services	In Progress	Critical	Meghan	Nonie		9/1/21		Need to hire assessor
41	Finance	Cty. Admin.	Separate duties of Treasurer & Finance Director	In Progress	Medium	Nonie			12/31/21		
42	Gov't. Ops.	Historian	Prepare for 2023 Bicentennial Year Celebration	In Progress	High	Len	Nonie	Form ad-hoc committee	12/31/22		
38	Gov't. Ops.	IT	Cyber Security	In Progress	Critical	Tim G.	Nonie	Review DHS risk assessmt. & implement recommended security. Implement MDM, data encryption & 2 factor authentication.	12/31/21		
44	Gov't. Ops.	IT	Train dept. heads on using laserfiche for contracts	New	Medium	Tim G.	Nonie		12/31/21		
49	Gov't Ops	Personnel	Implement New Policies	In Progress	Medium	Kerry	Nonie	Adopt Retiree Insurance Policy	7/31/21		Implemented Controlled Substance, Dept. Head Recruiting, Light Duty, Telecommunication, Vacancy Review policies
45	Public Safety	OEM	Prepare countywide EMS study	New	Medium	Brian	Nonie		12/31/21		
19	Public Safety	Probation	Implement transition plan for "Raise the Age".	On Hold	Medium	Sharon	Nonie	LDC formed.			
46	Public Safety	Sheriff	Communications Project	In Progress	High	Ron S.	Doug P.	Replace Italy Hill, Dundee and Angus towers	10/1/22	10/31/22	Reviewing RFPs for consultant
47	Public Works	B & G	Work w/ developer to construct solar power on county property.	In Progress	High	Joe	Nonie		12/31/21		Waiting on approval.
48	Public Works	Highway	Highway Building Project	New	Medium	Craig	Nonie	Hire engineering firm		12/31/23	
CLOSED:											
16	Human Services	Public Defender	Office staff.	Closed	High	Katie	Nonie	Hired Steve Hampsey 2/13		1/22/19	
3	Finance	Planning	Form GIS committee.	Closed	High	Dan Long	Committee	Committee formed in Feb.		1/25/19	
7	Gov't. Ops.	Legislature	Create standard form for dep't. heads' goals.	Closed	Critical	Nonie	RG HR		3/30/19	2/27/19	
33	Gov't. Ops.	Personnel	Investigate Workers' Comp. apportionments	Closed	Medium	Kerry	Nonie		4/30/19	3/4/19	
13	Gov't. Ops.	Personnel	Investigate deferred compensation plan vendors.	Closed	Medium	Kerry	Nonie	Met w/ Nationwide reps	3/31/19	3/4/19	
10	Gov't. Ops.	Personnel	Complete Employee Handbook.	Closed	High	Kerry	Committee	Bringing to March Comm. Mtg.	2/1/19	5/8/19	
14	Gov't. Ops.	Historian	Fill Historian position.	Closed	Medium	Nonie	Kerry	3 applications received.		5/11/19	
20	Public Safety	Sheriff	Implement Criminal Justice Coordinating Council	Closed	Medium	Doug	Ron			5/13/19	Committee formed
25	Gov't. Ops.	IT	Analyze departments' phone charges	Closed	Medium	Tim G.	Nonie		5/31/19	6/3/19	Proposal to GO in June



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17	Human Services	Public Defender	Ensure proper functioning of centralized arraignment.	Closed	Medium	Katie	Nonie	Phone calls, staffing, etc.	6/30/19	6/3/19	Mtg. 5/7/19-NYS & justices
29	Finance	Planning	Determine feasibility of Charging Station.	Closed	Medium	Dan Long	Chargepoint		5/30/19	6/20/19	Rcvd. Library approval, need agreemt. w/ library
34	Public Works	B & G	Investigate feasibility of horse & buggy shelter at library	Closed	Medium	Joe	Nonie		9/1/19	6/20/19	Working on agreemt.
31	Human Services	Public Defender	Grant reimbursement submission to NYS.	Closed	High	Katie	Nonie		12/31/19	12/31/19	\$97K 2019 budget,vouchered \$42k
15	Gov't. Ops.	Historian	Implement Laserfiche system.	Closed	Medium	Nonie	Town of Milo	Shared services grant w/ Town of Milo.		10/31/19	Submitted 2/27/19, 7/1/19 announcmt.-rcvd. grant mtgs. 5/11,5/15,Self-ins.
12	Gov't. Ops.	Personnel	Investigate health insurance alternatives.	Closed	Medium	Kerry	Nonie	I.e., self-insured, consortium.	9/30/19	11/4/19	Options to GO in June,met with union reps.waiting on rates
23	Public Works	Highway	Complete needs assessment for highway buildings.	Closed	Medium	Dan Long	Dave	Get quote from 3 sources	8/30/19	11/4/19	May walk-thru with Hunt Eng.,ini
8	Gov't. Ops.	Legislature	Hold sessions w/ RG HR for mgmt. training.	Closed	High	Nonie	Kerry	Professional Development	12/31/19	11/19/19	1st session 2/26, 2nd 3/12,next
28	Finance	Planning	Implementation of Expanded GIS.	Closed	Medium	Dan Long	ESRI		12/31/19		Mtg. 3/21,4/17,5/16,ESRI training in December 2019
9	Gov't. Ops.	Legislature	Complete non-union compensation study.	Closed	Critical	Doug	Legislators		9/30/19	12/30/19	Consultant chosen.
5	Gov't. Ops.	Legislature	Add page to Legislative Handbook defining a legislator's role.	Closed	Low	Connie	Nonie		12/31/19	12/30/19	
35	Gov't. Ops.	Legislature	Create Shared Services Plan	Closed	Medium	Nonie	Committee	Meet 2x's with towns,villages,schools,fire districts to create plan	12/31/19	12/31/19	Meeting 5/31 w/ towns&villages,7/25
6	Gov't. Ops.	Legislature	Plan budget orientation session for new legislators.	Closed	Low	Nonie			1/31/20	1/7/20	
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 7/12,1 vendor responded
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 Rc
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	RfPs sent by 8/30,signed contract w/ BQ Energy
36	Finance	Planning	Manage Septic Replacemt. Grant	Closed	Medium	Dan Long	Legislature		5/1/20	6/30/20	Applications rcvd. For final \$102K
4	Public Works	B & G	Determine whether YC qualifies as a Clean Energy Community.	Closed	Medium	Joe	Nonie	4 of 10 items qualify	9/30/19	11/1/20	Waiting on NYSEDA's input
24	Public Works	B & G	Review Safety Audit recommendations	Closed	Medium	Joe	Nonie		12/31/20	11/1/20	
1	Gov't. Ops.	IT	Plan for use of twelve unused strands.	Closed	High	Tim Groth	Committee		12/31/20	11/30/20	Mtg. 3/7,Committee formed, 4/12 mtg.Dresden splice completed,Frontier cutting over 10/28
30	Finance	Planning	Update Comprehensive Plan	Closed	Medium	Dan Long	Planning Committee		11/30/20	12/30/20	Monthly mtgs.
43	Gov't. Ops.	Cty. Admin.	Implement new dept. head performance evaluations	Closed	High	Nonie			12/31/20	12/31/20	
26	Finance	Planning	Oversight of county-wide water infrastructure study	Closed	Medium	Dan Long	Leslie	Working w/ Municipal Solutions & Clark	12/31/20	3/31/21	Waiting for contracts. Kick-off mtg. 5/2 NYS submitted contracts
50	Gov't Ops	Personnel	Implement Countywide Credit Card Transaction Availability	Closed	Medium	Kerry	Nonie			3/31/21	Implemented for Clerk, Personnel and Treasurers' offices
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39	Gov't. Ops.	Personnel	Prepare Pandemic Preparedness Plan	Closed	High	Kerry	Nonie		4/1/20	4/1/21	Requested essential employee list from dept. heads.
37	Finance	Planning	Public Safety Building Needs Assessment	Closed	Critical	Dan Long	Ron	Proposals received	7/1/20	5/31/21	RFP needed