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

- Dan and Jesse will do the audit this month
- Approve the minutes of the September meeting
- Public Comment

**HIGHWAY: Doug Rapalee**
- Central Garage
- Traffic
- Administration
- Maintenance
- Capital
- Bridges & Culverts
- Snow & Ice
- Road Machinery
- Landfill
- Other
- 2023 Budget Summary

Resolutions:
- Resolution Authorizing Immediate Repairs to the Embankment on the Property and Adjacent Properties Near 1861 West Lake Road, Penn Yan, New York
- Resolution, Under SEQRA, Classifying Action and Determining that Action will not Have a Significant Adverse Environmental Impact

**BUILDINGS AND GROUNDS: Joe Reed**
- Weights & Measurers
- Arc Flash
- Gazebo Roof
- 2023 Budget Summary
- Inspection

Resolution:
- Authorize Chairwoman to sign Contract with Vertiv Corporation
COUNTY ADMINISTRATOR: Nonie Flynn

- Nothing to report

Executive session if needed
HIGHWAY DEPARTMENT
September 1, 2022 – September 30, 2022

CENTRAL GARAGE
➤ Central Garage use … 3,800+ miles in September.

TRAFFIC
➤

ADMINISTRATION
➤ Building Project:
   ➤ Meetings with C&S held at their Syracuse office on 9/21.
      ➤ Received 60% Construction documents for review (New Facility)
      ➤ Received 95% Fuel Island & Distribution System documents for review.
         ➤ Fuel Island Bid Advertisement; October 11, 2022.
         ➤ Fuel Island Bid Opening Date; November 1, 2002.
   ➤ Meetings with Watchdog held on 9/21 (Attended meeting w/ us in Syracuse).
      ➤ Status of New Facility Construction Estimate.
   ➤ NYSEG Natural Gas Service Design Status
      ➤ E-mail sent to NYSEG on 9/7 requesting a design be completed.
   ➤ Status of SEQR Declaration
      ➤ E-mail from C&S sent to all legislators on 9/23/22 including Bob Tyson.
➤ FEMA Flood Reimbursement Status;
   ➤ Class C costs still pending, No update.
➤ Working Supervisor position status
   ➤ Brent Walton promoted to this position, Start date of 10/3/2022.
➤ 2023 Budget Status … Budget summaries completed for review (attached).
➤ Resolutions:
   ➤ West Lake Road Embankment Repairs Award
   ➤ Highway/OES/PH Facility Project - SEQR Negative Declaration

MAINTENANCE
➤ Roadside mowing, 3rd round in progress.
➤ Ditching on various county roads.
➤ Shoulder placement and stabilization on various county roads.
➤ 4 department employees attended Work Zone Traffic Control training by Cornell Local Roads.
➤ Completion of 5-mile creek culvert replacement on CR32 (Italy Hill Road).

CAPITAL
➤ Begin prep work on CR2 driveways and ditching for 2023 road plan.
➤ CHIPS; All documentation for Chips, EWR, Pave-NY, POP and Multi-modal funding reimbursements has been submitted for review.
   ➤ $2,480,868.37 reimbursement received for CHIPS, EWR, Pave-NY and POP.
**BRIDGES & CULVERTS**
- 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.
  - Repairs are in progress. Concrete poured on 9/28.
  - Bridge should be re-open by mid-October.
- Haley Road Bridge Project (Barton & Loguidice)
  - Right of Way review continuing with Prudent Engineering.
  - Conceptual plan review and design approval documents continuing.

**SNOW & ICE**
- Working on executing the annual Snow & Ice contracts with the 7 towns.

**ROAD MACHINERY**
- Budget Update; Heating Fuel, Diesel Fuel and Gasoline Recovery Plan.
  - Current Status & Projection for end of year cost.

**LANDFILL**
- Meeting held with Barton & Loguidice and Ted Cox on August 29th.
  - Maintenance/Repair Items to be completed
    - Replacement of 2 Leachate Monitoring meters.
    - Replacement/Repair of 2 Well Pumps & associated piping
    - Vegetation Control and brush removal.
    - Various Building Maintenance Repairs (Lights, Roofs, etc.)
    - Upgrade and replacement of various signage.
  - Request for Authorization to generate the following bids:
    - Cleaning & Inspection of two (2) Leachate tanks (Every 5 years).
    - Cleaning of Leachate Lines (Annually)
    - Video Inspection of Leachate Lines (Bi-Annual)

**OTHER**
- West Lake Road; Status of Slope failure at House #1861.
  - Meeting held on-site on September 14th with B&L and multiple other parties.
  - Quotes requested to be submitted no later than 3:00 pm on 9/28.
  - De-scope & Notice to Proceed to follow after review of all quotes received.
    - Project to be completed by 12/1/2022.
  - Proposal to award project to City Hill Excavating, Inc.
WHEREAS, on or about March 25, 2022 an embankment slide occurred on the property at 1861 West Lake Road, Penn Yan; and

WHEREAS, the existing bank is unstable requiring repairs which has created a hazardous condition causing one lane of West Lake Road to be temporarily closed; and

WHEREAS, the County has contracted with Barton & Loguidice from Syracuse, New York to provide design documents and specifications to make the necessary repairs to this embankment, the road structure and any associated utilities and resident utility services; and

WHEREAS, the requested design documents were received from Barton & Loguidice for review by the County; and

WHEREAS, a pre-construction meeting was held with all interested parties, residents and contractors on September 14, 2022 resulting in quotes being received from three (3) contractors on September 28, 2022;

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Total Quote</th>
</tr>
</thead>
<tbody>
<tr>
<td>City Hill Excavating, Inc.</td>
<td>$330,905.00</td>
</tr>
<tr>
<td>TRT Masonry, Inc.</td>
<td>$345,000.00</td>
</tr>
<tr>
<td>Marchionda Excavating, Inc.</td>
<td>$385,000.00</td>
</tr>
</tbody>
</table>

WHEREAS, the Highway Superintendent has reviewed the bids and recommends that the project be awarded to City Hill Excavating, Inc. of Penn Yan, New York for a total price of $330,905.00; and

WHEREAS, pursuant to the provisions of Section 103(4) of the General Municipal Law of the State of New York, the Yates County Legislature has determined that this problem constitutes an emergency arising out of an unforeseen occurrence or condition whereby circumstances affecting life, health, safety or property, requiring immediate action which cannot await competitive bidding;

NOW, THEREFORE, BE IT RESOLVED, to award the project to City Hill Excavating, Inc. for the total price of $330,905.00, contingent upon the receipt of their insurances, performance bond and executed agreement; and be it further

RESOLVED, that contingent upon the approval of the County Attorney the Chairwoman is hereby authorized to execute any and all necessary documents, including but not limited to the aforementioned agreement with City Hill Excavating, Inc.; and be it further
RESOLVED, that copies of this resolution be forwarded to the County Administrator, the Highway Superintendent, the Director of Finance, Matt Schooley of Barton & Loguidice, and Jared Miller of City Hill Excavating, Inc.

RESOLUTION, UNDER SEQRA, CLASSIFYING ACTION AND DETERMINING THAT ACTION WILL NOT HAVE A SIGNIFICANT ADVERSE ENVIRONMENTAL IMPACT

WHEREAS, Yates County (“County”) commissioned a highway department conditions and needs assessment study in 2019 and received a Highway Department Assessment and Recommendations Report (“Report”) in September 2019; and

WHEREAS, as a result of the study and Report, the County desires to install a Highway, Office of Emergency Services & Public Health facility located in the Town of Benton (the “Project”); and

WHEREAS, the purpose of the Project is to improve efficiencies of the Highway Department and facilitate the provision and readiness of services by Public Health and Office of Emergency Services Personnel for the benefit of all County residents; and

WHEREAS, the Project will include, in relevant part, the acquisition of real property interests, the design and construction of a new Highway, Offices of Emergency Services and Public Health facility; and

WHEREAS, pursuant to the provisions of the New York State Environmental Quality Review Act (“SEQRA”) as set forth in Article 8 of the Environmental Conservation Law and the requirements of the SEQRA Regulations at 6 NYCRR Part 617 (the “Regulations”), the County desires to comply with the provisions of SEQRA and the Regulations with respect to the Project; and

WHEREAS, on April 11, 2022, via Resolution 156-22, the County declared its interest in acting as “Lead Agency” for the Project’s environmental review, preliminarily classified the Project as a “Type I” Action under SEQRA, and authorized its staff and consultants to complete Part I of the Full Environmental Assessment Form (“FEAF”) for each location (five locations and five FEAF forms total); and WHEREAS, the County has considered the Project in light of the actions included on the Type I list specified in Section 617.4 of the Regulations; and

WHEREAS, on July 29, 2022, C&S Engineers on behalf of the County, exercising its due diligence, circulated a letter describing the Project and indicating the County’s intent to serve as “Lead Agency” for the environmental review of the Project with copies of Part I of the FEAFs to potentially involved agencies, as that term is defined in the Regulations, including the towns of Benton, the New York State Department of Environmental Conservation (“DEC”), the New York State Office of Parks, Recreation, and Historic Preservation (“SHPO”); and

WHEREAS, by a letter dated August 23, 2022, DEC indicated it has no objection to the County assuming the lead agency role and further stated that there are no occurrences of federally-listed or proposed endangered or threatened species, state-listed endangered, threatened
or rare animal and plant species, significant natural communities, or other significant habitats were found in the vicinity of the Project Site. DEC further indicated there are no NYS-regulated streams/ponds within the Project Site and there are no NYS-regulated freshwater wetlands at the Project Site; and

WHEREAS, by a letter dated August 3, 2022, NYS Office of Parks, Recreation and Historic Preservation (OPRHP) indicated it is in their opinion that no properties including archeological and/or historic resources, listed in or eligible for New York State and National Registers of Historic Places will be impacted by this project; and

WHEREAS, by a copy of the July 29, 2022 letter sent to the Town of Benton was received from the Town of Benton with acknowledgement of receipt inclusive of the Town of Benton Supervisor’s signature dated August 10, 2022; and

WHEREAS, pursuant to SEQRA and the Regulations, the County has considered the significance of the potential environmental impacts of the Project by (a) using the criteria specified in Section 617.7 of the Regulations, and (b) examining the FEAFs for the Project inclusive of Parts II and III, together with other available supporting information, including comments from potentially involved agencies, to identify the relevant areas of environmental concern; and (c) thoroughly analyzing the identified areas of relevant environmental concern;

NOW, THEREFORE, BE IT RESOLVED, the County classifies the Project as a “Type I” Action under SEQRA; and be it further

RESOLVED, based upon an examination of the EAF, and other available supporting information, and considering both the magnitude and importance of each relevant area of environmental concern, and based further upon the County’s knowledge of the areas surrounding the Project sites and such further investigation of the Project and its potential environmental impacts as the County has deemed appropriate, the County makes the following findings and determinations:

a. No significant adverse environmental impacts are noted in the EAF for the Project and none are known to the County. Therefore, the County hereby determines that the Project will not have a significant adverse environmental impact, and the County will not require the preparation of an environmental impact statement with respect to the Project; and

b. As a consequence of the foregoing, a Negative Declaration shall be prepared for the Project by County staff and consultants; and

c. The County hereby directs that all SEQRA documents and notices, including but not limited to the EAF and Negative Declaration, are to be maintained in files that are readily accessible to the public and made available on request, subject only to the limitations established by the Freedom of Information Law.

RESOLVED, that this Resolution shall take effect immediately; and be it further
And be it further

RESOLVED, that a copy of this Resolution shall be filed with the County Clerk and copies sent to the Director of the Office of Services, the Highway Superintendent, the Director of Public Health, the Building & Grounds Supervisor, the County Administrator, the County Planner, the Town of Benton, Mike LaMontagne of C & S Engineers, Bryan Bayer of C&S Engineers and Robert Tyson of Bond, Schoeneck & King, PLLC.

REQUESTED BUDGET SUMMARY: A1640 Central Garage (Highway)

The Requested 2023 Budget represents an overall increase of $22,298.00 compared to the 2022 Adopted Budget.

- A decrease in assumed Revenue for Mileage Reimbursement based on 2022 projections.
- An increase in Revenue for the Sale of Equipment as 2 Vehicles will be sold.
- An increase of $28,700 in Equipment as 2 vehicles will be purchased rather than 1 per the Capital Equipment Plan.
- An increase in Parts/Repairs due to historical data and increase in gasoline to accommodate increased fuel prices.

BUDGET AT A GLANCE:

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>ADOPTED 2022</th>
<th>PROPOSED 2023</th>
<th>AMOUNT CHANGE</th>
<th>PERCENT CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Revenues</td>
<td>-$74,260.00</td>
<td>-$83,662.00</td>
<td>-$9,402.00</td>
<td>12.66%</td>
</tr>
<tr>
<td>Total .51 Personal Services</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Total .52 Equipment</td>
<td>$44,600.00</td>
<td>$73,300.00</td>
<td>$28,700.00</td>
<td>64.35%</td>
</tr>
<tr>
<td>Total .54 Contractual</td>
<td>$10,200.00</td>
<td>$13,200.00</td>
<td>$3,000.00</td>
<td>29.41%</td>
</tr>
<tr>
<td>Total .58 EE Benefits</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Total Cost</td>
<td>-$19,460.00</td>
<td>$2,838.00</td>
<td>$22,298.00</td>
<td>114.58%</td>
</tr>
<tr>
<td>Total Staff</td>
<td>0 FT 0 PT</td>
<td>0 FT 0 PT</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

REQUESTED BUDGET SUMMARY: A8160 Refuse and Garbage

The Requested 2023 Budget represents an overall increase of $28,475.00 compared to the 2022 Adopted Budget.

- An increase in Revenue due to the anticipated payment of $4,500 from Schuyler County for Household Hazardous Waste Day.
- An increase of $32,975.00 in expenditures for engineering, advertising and Household Hazardous Waste day.

BUDGET AT A GLANCE:
REQUESTED BUDGET SUMMARY: D3310-D5142 Road Fund (Highway Dept.)

The Requested 2023 Budget represents an overall increase of $252,166.00 compared to the 2022 Adopted Budget.

- An over-all decrease of approximately $17,000 in revenue mainly due to the removal of the $50,000 multi-modal funding received for the Lovejoy Road paving project but the addition of $30,000 in projected revenue for the sale of the asphalt millings.

- An over-all decrease of approximately $20,500 in Personal Services mainly due to the decreased 5110 employee salaries and the decreased salaries of the Highway Superintendent and Deputy Highway Superintendent.

- An over-all increase of approximately $339,000 in contractual expenses mainly due to the increased cost of road striping paint (+$30,000), increased training plans (+$10,300), increased asphalt material ($30,000) and stone costs (+$8,000), increased historical asphalt milling costs (+$41,000), add bridge engineering costs (+$20,000), increased culver pipe expenses for the anticipated Chubb Hollow Road projects (+$200,000) and increased snow equipment rates (+$15,700). Costs include a decrease in roadside mowing (-$6,500) and crack seal (-$10,000).

- An over-all decrease of approximately $34,000 in employee benefits. The reduction is mainly due to the decrease of approximately $53,000 in the State Retirement line item.

BUDGET AT A GLANCE:

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>ADOPTED 2022</th>
<th>PROPOSED 2023</th>
<th>AMOUNT CHANGE</th>
<th>PERCENT CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Revenues</td>
<td>-$1,488,180.00</td>
<td>-$1,471,130.00</td>
<td>$17,050.00</td>
<td>-1.15%</td>
</tr>
<tr>
<td>Total .51 Personal Services</td>
<td>$1,500,843.00</td>
<td>$1,480,325.00</td>
<td>-$20,518.00</td>
<td>-1.37%</td>
</tr>
<tr>
<td>Total .52 Equipment</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>0.00%</td>
</tr>
<tr>
<td>Total .54 Contractual</td>
<td>$3,235,727.00</td>
<td>$3,574,915.00</td>
<td>$339,188.00</td>
<td>10.48%</td>
</tr>
<tr>
<td>Total .58 EE Benefits</td>
<td>$645,767.00</td>
<td>$612,213.00</td>
<td>-$33,554.00</td>
<td>-5.20%</td>
</tr>
<tr>
<td>Total Cost</td>
<td>$3,894,157.00</td>
<td>$4,146,323.00</td>
<td>$252,166.00</td>
<td>6.48%</td>
</tr>
<tr>
<td>Total Staff</td>
<td>27 FT 3 PT</td>
<td>27 FT 3 PT</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
REQUESTED BUDGET SUMMARY:  

DM 5130 Road Machinery (Highway)

The Requested 2023 Budget represents an overall increase of $91,000 compared to the 2022 Adopted Budget.

- An increase of $25,000 in revenue for fuel sales and $46,600.00 in revenue for the sale of equipment.
- A decrease of $5,000.00 in expenditures for equipment per the Capital Equipment Plan.
- An increase of almost $168,000 for contractual items. The majority of this increase ($166,000) is due to the increase in the cost per gallon for Diesel, Gasoline and Heating Fuel.

BUDGET AT A GLANCE:

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>ADOPTED 2022</th>
<th>PROPOSED 2023</th>
<th>AMOUNT CHANGE</th>
<th>PERCENT CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Revenues</td>
<td>-$168,600.00</td>
<td>-$240,200.00</td>
<td>-$71,600.00</td>
<td>42.47%</td>
</tr>
<tr>
<td>Total .51 Personal Services</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>0.00%</td>
</tr>
<tr>
<td>Total .52 Equipment</td>
<td>$794,500.00</td>
<td>$789,500.00</td>
<td>-$5,000.00</td>
<td>-0.63%</td>
</tr>
<tr>
<td>Total .54 Contractual</td>
<td>$523,120.00</td>
<td>$690,885.00</td>
<td>$167,765.00</td>
<td>32.07%</td>
</tr>
<tr>
<td>Total .58 EE Benefits</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>0.00%</td>
</tr>
<tr>
<td>Total Cost</td>
<td>$1,149,020.00</td>
<td>$1,240,185.00</td>
<td>$91,165.00</td>
<td>7.93%</td>
</tr>
<tr>
<td>Total Staff</td>
<td>0 FT 0 PT</td>
<td>0 FT 0 PT</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
AGENDA ITEMS

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

2- **Arc Flash:** A RFP for an arc flash study of the COB and CH was put out in September. We received two responses for the work from Schuler-Haas Electric Corporation for $35,299 and from Vertiv Corporation for $32,110. After review of the proposals I recommend Vertiv for the work. There is $24,000 in the budget for this and there are funds available in the B&G budget to cover the remaining balance. A resolution is attached for your review.

3- **Gazebo Roof:** Due to the high price of cedar shake I am working on getting prices to use asphalt shingles instead.

4- **2023 Budget:** Please see the attached budget summary for the B&G budgets.

5- **Inspection:** The PSB cooling tower was inspected and tested, the FM200 systems had the six month inspection in the CH and COB this month and the boilers at all three buildings were inspected.
AUTHORIZE CHAIRWOMAN TO SIGN CONTRACT WITH VERTIV CORPORATION

WHEREAS, the County wishes to provide a safe work environment for its maintenance employees and an arc flash analyst of the electric systems of the County Office Building, Courthouse and Buildings and Grounds shop would improve safety; and

WHEREAS, the Building Maintenance Supervisor sought proposals, for the completion of an Arc Flash Study and has received an acceptable proposal from Vertiv for a sum of $32,110.00 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 Vertiv Corporation to complete an Arc Flash study on the County Office Building, Courthouse and Buildings and Grounds Shop; and be it further

RESOLVED, that said contract will run from 10-10-22 to 3-31-23 for a total sum of up to $32,110.00; 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.

REQUESTED BUDGET SUMMARY:

A1620-A1625 Buildings and Grounds

The Requested 2023 Budget represents an overall increase of $351,674.00 compared to the 2022 Adopted Budget.

- An increase of $40,000.00 in expenditures for building maintenance (54404), project in 23 CIP.
- A decrease of $79,500.00 in expenditures for HVAC (54418), projects in 22 CIP.
- An increase of $9,000.00 in expenditures for maintenance generators (54435), due for load bank testing in 2023.
- An increase of $3,500.00 in expenditures for maintenance parking lots (54416), due for sealing and striping at PSB.
- An increase of $353,000.00 in expenditures for Security systems updates (54429) projects in 23 CIP.
- An increase of $9,600.00 in expenditures for utilities gas (54678), natural gas prices have increased.
- An increase of $3,930.00 in expenditures for utilities water & sewer (54684), rate change in July 22.

BUDGET AT A GLANCE:
<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>ADOPTED 2022</th>
<th>PROPOSED 2023</th>
<th>AMOUNT CHANGE</th>
<th>PERCENT CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Revenues</td>
<td>-$106,200.00</td>
<td>-$106,400.00</td>
<td>$200.00</td>
<td>0.2%</td>
</tr>
<tr>
<td>Total .51 Personal Services</td>
<td>$376,224.00</td>
<td>$378,108.00</td>
<td>$1,884.00</td>
<td>0.5%</td>
</tr>
<tr>
<td>Total .52 Equipment</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Total .54 Contractual</td>
<td>$608,028.00</td>
<td>$952,043.00</td>
<td>$344,015.00</td>
<td>56.6%</td>
</tr>
<tr>
<td>Total .58 EE Benefits</td>
<td>$91,176.00</td>
<td>$100,062.00</td>
<td>$8,886.00</td>
<td>9.7%</td>
</tr>
<tr>
<td>Total Cost</td>
<td>$969,228.00</td>
<td>$1,323,813.00</td>
<td>$351,674.00</td>
<td>36.6%</td>
</tr>
<tr>
<td>Total Staff</td>
<td>8 FT</td>
<td>8 FT</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>