

PUBLIC WORKS COMMITTEE AGENDA

December 4, 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 November 4, 2019 meeting
- Dan Banach and Richard Willson will sign the audit

II. HIGHWAY DEPARTMENT - Craig Prior

- **A1640 – Central Garage**
 - Office of Aging vehicle maintenance
- **D3310 – Traffic**
- **D5010 – Administration**
 - New County map sale price
- **D5110 – Maintenance**
- **D5112 – Capital**
- **D5120 – Bridges & Culvert**
 - Haley Rd engineering study
- **D5142 – Snow & Ice**
- **DM5130 – Road Machinery**
 - New fuel pumps

III. BUILDINGS & GROUNDS - Joe Reed

New Business

- Weights & Measures
- Energize NY
- Jurek Mobile
- Position Review

Updates on Miscellaneous Items

- Testing/PM work
- Solar Farms

IV. ACTING COUNTY ADMINISTRATOR – Nonie Flynn

- Project status report

V. EXECUTIVE SESSION - if needed

HIGHWAY DEPARTMENT

November 1, 2019 – November 27, 2019

CENTRAL GARAGE

TRAFFIC

ADMINISTRATION

- Personnel appraisals
- Annual report updates
- 2019 Budget monitoring
- Bridge Project Admin.
- Central Garage administration

MAINTENANCE

- Deer carcasses (8) were picked up by YCHD staff
- Ditch cleaning on Italy Valley Rd.
- Guiderail repair on East Lake Rd.
- Shim paved on West Lake Rd and Rock Stream at RR tracks
- Low shoulder repairs/in-fill on Himrod and Chubb Hollow Rds.
- Tree cutting on Himrod, Vine Valley and East Lake Rds.

CAPITAL

BRIDGES & CULVERTS

- William St. – Bids were opened on 10/25/19 at 11:00.
- E. Sherman Hollow – NYSDOT comments on the DDR (Draft Design Report) being addressed by Foit-Albert.
- West Lake Rd. – closed storm sewer drainage system being installed in select areas along the west side of road to improve parking capacity and general safety
- Ridge Rd/Mays Mill Bridge - deck pavement repairs
- Plum Point Bridge – stream bed clean-up
- Valley View Bridge – stream bed clean-up

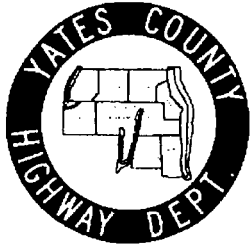
SNOW & ICE

- Crews have been out on snow and ice removal 3 days in November

ROAD MACHINERY

- Fuel pumps installed

OTHER



Yates County Highway Department
939 Rt. 14A
Penn Yan, NY 14527
Phone: 315-531-3200
Fax: 315-531-3201
David Hartman, Superintendent

MEMORANDUM

To: Public Works Committee

From: Craig Prior

Date: 11/27/19

Re: Haley Road Bridge Engineering – Consultant Recommendation

Following up on a discussion in the October Public Works meeting regarding the poor condition of the Haley Road bridge and the need for a study to be done on the hydraulics at the bridge and what the best options for the bridge are, RFP's for engineering services were sent to five consultants.

The RFP scope of work included providing engineering services to do a hydraulic study and based on the results of that hydraulic study, provide a report with recommendations on bridge replacement/construction options and cost estimates.

We received proposals from the five firms and they came in as follows:

Barton & Loguidice	\$8,500 (Time and Material, not to exceed)
Clough Harbour Associates	\$8,000
Fisher Associates	\$19,200
Hunt Engineers.....	\$6,500
LaBella.....	\$15,800

The proposals have been reviewed and all firms that submitted proposals provided satisfactory responses and I would like to recommend that we select Barton & Loguidice to complete the hydraulic study and report. Barton & Loguidice, although not the lowest quote, they proposed the most deliverables (best value) for the money spent.

They have worked for us before and they have performed satisfactorily. Past bridge projects they have completed for us include: Glenora Rd. (S), Moon Hill, Bridge Street, South Ave., County House over Sugar Creek, Castle Point, Main St. deck replacement and East Lake Rd. plus they were the engineers for the Italy Turnpike slope failure and culvert replacement project.

There is adequate funding in the 2019 Road Fund budget to pay for this engineering work and by awarding the study this year we can encumber the funding and complete the study in 2020.

Thank you for your consideration.

PUBLIC WORKS COMMITTEE MEETING
12-2-2019

NEW AGENDA ITEMS

- 1- **Weights and Measures:** The W&M Director is out with an injury with no return to work date at this time.
- 2- **Energize NY:** The public hearing for the local law is set for the 12/9/19 meeting. I have included the resolution that would also be needed to enter into an agreement with Energy Improvement Corporation to administer the program. There is no cost to the County for this service.
- 3- **Jurek Mobile:** Jurek performed the testing for the Airport fuel pumps. The fee will be \$642 for this service. Please see the attached resolution to contract with Jurek Mobile to the testing.
- 4- **Position Review:** I was given notice by a Cleaner that she intends to resign on 1-3-20 from her cleaner position. In an attempt to have a smoother transition I would like to start the search for a replacement now with the goal of having a replacement ready to start on 1-6-20. Please see the attached position review form.

UPDATES ON MISC. ITEMS

- 1- **Testing / PM work:** The Garland Company did roof inspection on all buildings and will be providing reports in December. There is some minor maintenance to be done will discuss more once reports are done.
- 2- **Solar Farms:** The Subcommittee meet on 11-14 to review the six proposals received. The group was able to pick a top three and we are gathering additional information from the companies at this time. We have asked that the three companies give a presentation to the group in the near future and will meet again after the presentations.

AUTHORIZE CHAIRMAN TO SIGN CONTRACT WITH ENERGY IMPROVEMENT CORPORATION

WHEREAS, the County and the State of New York wish to achieve energy efficiency and renewable energy improvements, reduce greenhouse gas emissions, mitigate the effect of global climate change, and advance a clean energy economy. Yates County finds that it can advance this by providing property assessed clean energy financing to Qualified Property Owners for the installation of renewable energy systems and energy efficiency measures.; and

WHEREAS, Yates County will accomplish this by passing the Local law Energize NY Open C-PACE Financing Program; and

NOW, THEREFORE, BE IT RESOLVED, that upon the approval of the County Attorney, the Chairman of the Legislature is authorized to enter into a contract with Energy Improvement Corporation to administer the Open C-PACE financing program at no cost to the county for these services; and be it further

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

AUTHORIZE CHAIRMAN TO SIGN CONTRACT WITH JUREK MOBILE

WHEREAS, the fueling equipment at the Yates County Airport requires annual testing and calibration; and

WHEREAS, the Building Maintenance Supervisor has received a price from Jurek Mobile at \$642.00 for this service;

NOW, THEREFORE, BE IT RESOLVED, that upon the approval of the County Attorney, the Chairman of the Legislature is authorized to enter into a contract with Jurek Mobile for the annual testing and calibration; and be it further

RESOLVED, that said contract will run from 10/13/19 to 12/31/19 for an amount not to exceed \$642.00; and be it further

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

**CLEANER
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?
Work that is not critical will be tabled until the department is at full staff. Examples carpet replacement, painting, requested small improvements or changes.
5. If applicable, is there an existing Civil Service Eligibility List for this position? *N/A* 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
As winter approaches the work load will be greater and longer hours to cover the position.
7. Does federal and/or state aid offset the cost of this position? *(If yes, how much)* YES NO
OCA reimburses for cleaning in Courthouse.
\$39,886
8. If the position were eliminated, what would be the net county savings? *(Include fringe benefits and retirement)*
\$ 48,152
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: 1-5-20
11. Please submit any other information that you think would be helpful to this review.

**AUTHORIZE BUILDING AND GROUNDS SUPERVISOR TO FILL POSITION
(CLEANER)**

WHEREAS, a Cleaner vacancy will be created as a result of a resignation be effective January 3, 2020; and

WHEREAS, the Building and Grounds Supervisor through the vacancy review process has identified the continued need for the Cleaner position and is requesting that the position be filled; and

WHEREAS, the estimated annual cost to fill the position is \$48,152, which includes fringe benefits;

NOW, THEREFORE, BE IT RESOLVED, that effective December 9, 2019 the Building and Grounds Supervisor is hereby approved to fill the Cleaner position; and be it further

RESOLVED, that copies of this Resolution be given to the Building and Grounds Supervisor, Acting County Administrator, Personnel Officer, and Treasurer.