

PUBLIC WORKS COMMITTEE AGENDA

September 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 August 5, 2019 meeting
- Dan Banach and Jim Multer will sign the audit

II. SOLID WASTE – Connie Hayes

- Update on HHW and Electronics Day

III. HIGHWAY DEPARTMENT - Craig Prior

- A1640 – Central Garage
- D3310 – Traffic
- D5010 – Administration
 - Vacant Position Review & Resolution
 - Unpaid Leave of Absence Resolution
- D5110 – Maintenance
- D5112 – Capital
- D5120 – Bridges & Culverts
- D5142 – Snow & Ice
- DM5130 – Road Machinery

IV. BUILDINGS & GROUNDS - Joe Reed

New Business

- Weights & Measures

Updates on Miscellaneous Items

- Clean Energy Communities
- EV Station
- Landfill Solar

V. EXECUTIVE SESSION - if needed

HIGHWAY DEPARTMENT

August 1, 2019 – August 29, 2019

ADMINISTRATION

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

TRAFFIC

- Traffic control striping in progress

MAINTENANCE

- Deer carcasses (1) were picked up by YCHD staff
- Roadside and ditch mowing continued
- Ditch cleaning and/or shoulder repairs were done on Italy Hill, Italy Valley, Shay, Second Milo and Rock Stream.
- Hydro-seeding done on Italy Hill and Italy Turnpike and got started on Friend Rd.

CAPITAL

BRIDGES & CULVERTS

William St. – R.K. Hite has completed the ROW acquisition process. The major milestone, Right-of-Way Clearance Certificate has been signed by Supt. and submitted to NYSDOT along with the Preliminary Scope & Estimate (PS&E). DOT Hornell has requested Phase Authorization (Construction) from Albany. Upon approval/receipt of Phase Authorization, the project can then be advertised and bid.

E. Sherman Hollow – Foit-Albert continuing work on the DDR (Draft Design Report)

Friend Rd. – Cross-culvert replacements continued in preparation for 2020 paving project

ROAD MACHINERY

OTHER

- The new central garage vehicle parking area is now complete with the installation of new lighting.

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?
the work will not get done expeditiously nor efficiently 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.)*
Use of OT to compensate for the loss of a person is not reasonable nor is there enough staff to efficiently make up the difference even if we did try to compensate. 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)* _____
\$68,854

- 9. Is there any risk, financial or otherwise, to waiting 30 days to refill this position?
The end of our 2019 construction season is rapidly approaching and we must get everything done that we can before winter arrives and we need this position filled in order to do it in the most efficient manner YES NO

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

11. Please submit any other information that you think would be helpful to this review.
We need people to operate the trucks & equipt. in order to efficiently do the tasks we do to maintain the roads and bridges in good condition. The tasks we do require finite amounts of Labor, materials and equipt.

**AUTHORIZE HIGHWAY SUPERINTENDENT TO CREATE AND FILL POSITION
(MOTOR EQUIPMENT OPERATOR)**

WHEREAS, a Heavy Equipment Operator vacancy was created as the result of a resignation effective September 5th, 2019; and

WHEREAS, the Highway Superintendent through the vacancy review process has identified the continued need for a position and is requesting that the vacancy be filled with a Motor Equipment Operator instead of a Heavy Equipment Operator; and

WHEREAS, the estimated annual cost to fill the Motor Equipment Operator position is \$68,116 which includes fringe benefits;

NOW, THEREFORE, BE IT RESOLVED, that effective September 9th, 2019 the Highway Superintendent is hereby approved to create and fill a Motor Equipment Operator position; and be it further

RESOLVED, that the Heavy Equipment Operator position will remain open for the possibility of a future promotion but that the position will not be filled unless Legislative authorization is received; and be it further

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

**GRANT UNPAID LEAVE OF ABSENCE
(M. Stokoe)**

RESOLVED, that a Highway employee is hereby granted an unpaid leave of absence starting on September 10th, 2019 until further notice; and be it further

RESOLVED, that a copy of this resolution be given to Mr. Stokoe, Highway Superintendent and Deputy Highway Superintendent, Personnel Officer and Acting County Administrator.

PUBLIC WORKS COMMITTEE MEETING
9-4-2019

NEW AGENDA ITEMS

1- **Weights and Measures:** See attached monthly activity report from Cliff Boyce. In addition the Acting County Administrator and I attended a meeting in Schuyler County with officials from Chemung and Schuyler present.

We reviewed the budget and discussed the option of charging for W&M services. If Yates were to adopt the state fees schedule Yates County would see a \$10,053 reduction in the cost of the shared services contract. The State Comptroller has recommended in several audits of other County's W&M that they consider charging fees to offset the cost of W&M.

Another proposed change is to add a second person in the field on average 2 hours a week for price and scanner accuracy checks. Again this is recommended by the State Comptroller and has a cost of about \$2100 per year to Yates County and is being taken out of the revenue from the fee program.

The last item discussed was the testing of airport fuels. The State Director of W&M notified the County Directors that they should not test airport fuels unless they can meet all the safety requirements for such testing. The State Director also raised concerns over contamination of the airport fuel in trainings that the Yates Director attended. As a result we were notified that W&M would not be able to test the airport fuels in 2019 and in the future. A third party testing company would need to be hired.

In closing we said we would bring the above to the PW Committee for input and direction and respond back after the meeting with Yates County's decisions and questions.

UPDATES ON MISC. ITEMS

- 1- **Clean Energy Communities:** I have been working with Genesee/ Finger Lakes Regional Planning Council and New York State Pollution Prevention Institute to get a firm number on the energy reductions we have done to date. I also learned that the State has changes the requirements and will allow the use of solar power as part of the 10% reduction calculation. So this would work well with a Solar Farm PPA.
- 2- **EV Station:** The EV Station has been ordered and the contract for the electric service is complete. The target for being up and running is mid-October.
- 3- **Landfill Solar:** The County Attorney completed a draft RFP. He is now reviewing suggested changes and additions.

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
8/6/2019	Burkholder Bulk Foods	Food Store/Deli	Pre-Pack Scale	1	1					1	Digi, SM-90, 0-15x0.005, 15-30x0.01
8/6/2019	Burkholder Bulk Foods	Food Store/Deli	Misc. Scale	1	1				1	x	CAS, PB, 0-150x0.05, 150-300x0.1
8/6/2019	Earl Hoover's U-Pick Blueberries	Farm/Produce	Platform Scale	1	1					1	AND, FV-150K, 300x0.1
8/6/2019	Knapp & Schlappi - Penn Yan	Hardware	Comp. Scale	1	1					1	Torrey, L-PC-40L, 40x0.01
8/6/2019	Knapp & Schlappi - Penn Yan	Hardware	Comp. Scale	1	1					x	Mettler Toledo, 8433, 30x0.01
8/6/2019	Knapp & Schlappi - Penn Yan	Hardware	Lin. Meas. Dev.	1	1					x	Olympic, 1430, cordage meter
8/6/2019	Knapp & Schlappi - Penn Yan	other-propane	Platform Scale	1	1			1		1	Fairbanks, 1124, platform
8/6/2019	Knapp & Schlappi - Penn Yan	other-propane	Weights-other	3	3					x	100, 200, 200
8/6/2019	Phelps-Sungas, Inc.	other-propane	Platform Scale	0	0					4	Fairbanks, 1124, 100x0.5lbs
8/6/2019	Phelps-Sungas, Inc.	other-propane	Weights-ether	0	0					*	100, 200
8/7/2019	Robson Vine Valley General Store	Food Store/Deli	Comp. Scale	1	1				1	1	TEC, SL-2200, 30x0.01
8/7/2019	Tomion Farm Market	Farm/Produce	Comp. Scale	1	1				1	1	Globe, GS130, 30x0.01
8/7/2019	Tomion Farm Market	Farm/Produce	Misc. Scale	1	1					x	Sanitary, 4254, drum, 24lb
8/7/2019	Tomion Farm Market	Farm/Produce	Platform Scale	1	1					x	Fairbanks, 50x4oz beam
8/7/2019	Tomion Farm Market	Farm/Produce	Weights-other	6	6					x	1-50, 2-100, 3-200
8/7/2019	Tomion Farm Market	Farm/Produce	Platform Scale	1	1					x	Fairbanks, 100x0.5 beam
8/7/2019	Tomion Farm Market	Farm/Produce	Platform Scale	1	1					x	Howe, 100x1.0 beam
8/7/2019	Tomion Farm Market	Farm/Produce	Weights-other	2	2					x	100, 200
8/20/2019	Basin Park Marina	Marina	Petr. Pumps	1	1					1	90 octane/non-ethonal
8/20/2019	Basin Park Marina	Marina	Device-Misc	1	1					x	console
8/20/2019	Morgan Marine	Marina	Petr. Pumps	2	2					1	(2) 90 octane, non-ethonal
8/20/2019	Morgan Marine	Marina	Device-Misc	1	1					x	console
8/20/2019	Morgan Marine	Marina	Lin. Meas. Dev.	1	1					x	rope meter
8/20/2019	North End Marina	Marina	Petr. Pumps	1	1					1	90 ethonal non-ethonal
8/20/2019	North End Marina	Marina	Device-Misc	1	1					x	console
8/21/2019	Petroleum Quality Samples			0	0					7	12 PQ samples collected
8/22/2019	Quik Shoppe #109	Gas Station Store	Petr. Pumps	4	4			6		1	4-gas, 1-4
8/22/2019	Quik Shoppe #109	Gas Station Store	Petr. Pumps	2	2			2		x	2-diesel, 3-4
8/22/2019	Quik Shoppe #109	Gas Station Store	Petr. Pumps	1	1			1		x	1-kero, 5
8/22/2019	Quik Shoppe #109	Gas Station Store	Timing Device	1	1					x	Air Dispenser, \$1.50/3min
8/22/2019	Quik Shoppe #109	Gas Station Store	Device-Misc	2	2					x	console
8/22/2019	Yates County Highway Dept.	Station-Gas	Petr. Pumps	4	4					1	2-gas, 2-diesel
8/22/2019	Yates County Highway Dept.	Station-Gas	Device-Misc	2	2					x	consoles
8/27/2019	Apple Barrel Orchards	Farm/Produce	Comp. Scale	1	1					1	TEC, SL35-30L, 30x0.01

8/27/2019	Apple Barrel Orchards	Farm/Produce	Platform Scale	1	1				x	Detecto, 504F-100F, 100x0.5peam
8/27/2019	Apple Barrel Orchards	Farm/Produce	Weights-other	2	2				x	100,200
8/27/2019	Ort-Chards Farm Stand	Farm/Produce	Misc.Scale	1	1			1		Challion,027/A,20x0.5oz
8/27/2019	The Olney Place	Marina	Petr.Pumps	1	1			2		90 octane/non-ethonal
8/27/2019	The Olney Place	Marina	Device-Misc	1	1				x	console
8/27/2019	The Olney Place	Food Store/Deli	Comp.Scale	1	1			1		Detecto, C-30-B, 30x0.01
8/27/2019	Wager's Cider Mill	Bakery	Misc.Scale	1	1				1	Hobart,drum scale,0-18lbsx1oz
8/27/2019	Wager's Cider Mill	Farm/Produce	Platform Scale	1	1				1	Buffalo, 0-50x0.25lb
8/27/2019	Wager's Cider Mill	Farm/Produce	Weights-other	3	3				x	50,100,100
8/27/2019	1300 Nutt Road-dba	Proc./Ware./Mfr.	Platform Scale	1	1		1		1	Ricelake,4x4,HPLD-5k
8/27/2019	1300 Nutt Road-dba	Proc./Ware./Mfr.	Misc.Scale	0	0				x	Ricelake 480-2A Indicator
8/27/2019	1300 Nutt Road-dba	Proc./Ware./Mfr.	Platform Scale	1	1			1	x	Fairbanks,0-100x0.5lbs
8/27/2019	1300 Nutt Road-dba	Proc./Ware./Mfr.	Misc.Scale	1	1				x	Taylor Products-Bagging Scale
8/27/2019	1300 Nutt Road-dba	Proc./Ware./Mfr.	Misc.Scale	0	0				x	Bagging Scale, Kg display, Non-NTEP
				64	63	1	0	0	18	26

YTD: Tests Completed (706 total devices in Yates County)

Actual: 473

Target: 462

Administrative and General Requirements
New York State Weights and Measures Regulations

1 NYCRR Part 220

Issued June 16, 2015

Statutory Authority: Agriculture and Markets Law §§ 16, 18 and 179

Section 220.3 Schedules of maximum fees permitted for inspection

- (a) The following fee schedule sets forth the maximum amounts that municipal directors of weights and measures in municipalities having a population of less than two million inhabitants may collect for each inspection* (or reinspection after repair) and each testing (or retesting after repairs) of all weights and measures, weighing and measuring devices and systems and related accessories within their jurisdictions.

Section 220.3a FEE DESCRIPTION

	PRICE (\$)
(1) Scales	
a. Up to and including 15kg (33 lb) capacity	
i. For each of the first five scales per establishment	20
ii. For each scale per establishment after the first five	10
b. Over 15kg and including 300kg (661 lb) capacity	40
c. Over 300kg and including 1500kg (3307 lb) capacity	100
d. Over 1500kg and including 7000kg (15432 lb) capacity	140
e. Over 7000kg and including 23000kg (50706 lb) capacity	160
f. Over 23000kg capacity	200
g. Tank, batch, and crane scales	200
(2) Weights -- field standard (Class F)	
a. Up to and including 3kg (7 lb)	8
b. Over 3kg and including 30kg (66 lb)	16
c. Over 30kg and including 300kg (661 lb)	32
d. Over 300kg and including 1200kg (2646 lb)	60
(3) Linear Field Measures	
a. Up to and including 1m (39in)	4
b. Over 1m and including 16m (52 ft)	8
c. Over 16m and including 31m (102 ft)	12
d. Over 31m	20
e. Fabric measuring devices	20
f. Wire and cordage measuring devices	40
(4) Liquid Measuring and Devices	
a. Liquid measures 20L (5 gal) or less	8
b. Liquid pump (hand-operated) 20L (5 gal) or less	20
(5) Petroleum Dispensing and Measuring Devices	
a. Single dispensing pump	20
b. Dual dispensing pump	40
c. Blend dispensing pump	40
d. Grease and oil pump	8
(6) Vehicles	
a. Metering systems 300L/min (79 gpm) or less	100
b. Metering systems over 300L/min	120
c. Compartment calibration	
i. Up to and including 3000L (793 gal) capacity	40
ii. Over 3000L and including 6000L (1585 gal) capacity	80
iii. Over 6000L and including 12000L (3170 gal) capacity	120
iv. Over 12000L capacity	240
(7) Stationary Petroleum Metering Systems	
a. Up to 400L/min (106 gpm)	100
b. Over 400L/min and including 2000L/min (528 gpm)	120
c. Over 2000L/min and including 4000L/min (1057 gpm)	140
d. Over 4000L/min	160

(8) Bulk Milk Tanks	
a. Up to 3000L (793 gall) capacity	40
b. Over 3000L and including 6000L (1585 gall) capacity	80
c. Over 6000L and including 12000L (3170 gall) capacity	120
d. Over 12000L capacity	240
(9) Timing Devices	
a. All commercial devices where time is a basis for charge Except for:	4
b. Devices owned and operated by governmental agencies	No charge
(10) Taxi Meters	40

*See paragraph (e)(1) of this section pertaining to annual fees

Sections (b), (c), (d) not applicable to our Schuyler/Chemung fee schedule

(e) The following regulations pertaining to the collection of fees shall apply to all jurisdictions;

1. A fee shall be charged once annually unless a device is ordered to be repaired and must be retested. An additional fee is permitted for that retest.
2. An additional fee may be charged for a retest if during the course of a year a device is found to be in error and ordered repaired.
3. The initial inspection fee on new or reconditioned devices shall be paid by the user.
4. Recalibration fee on bulk milk tanks shall be paid by the party requesting the recalibration
5. All fees must be paid within 30 days, except that in municipalities having a population of more than two million inhabitants, all fees must be paid within 10 days.
6. No fees shall be charged when using privately owned calibration equipment to perform any testing.
7. A fee may be charged when using state-owned calibrated equipment to perform any testing unless the State is accessing a fee.
8. No fee shall be paid directly to any weights and measures official unless authorized by the State Director of Weights and Measures on the basis of unusual conditions or hardship.
9. All fees shall be paid to the designated municipal fiscal officer who shall keep an accurate record and submit an annual report to the commissioner on a form prescribed by the commissioner.