



**AGENDA**  
**PUBLIC WORKS COMMITTEE**  
**Tuesday, October 12, 2021 at 5:30PM**  
**Live Stream Link: <https://youtu.be/fV8aEUUj88g>**

**CALL TO ORDER:** By Hon. Tucker Whitman

**MEMBERS:** Legislators Andy Dennison, Tricia Kerr, Hans Pecher, Paul Pinckney, Mark Strong, and Ben Vitale

**MINUTES TO APPROVE: September 14, 2021**

**APPOINTMENTS:** None

**DEPARTMENT UPDATES FOR COMMITTEE:**

**Jeanine Wilson (CCWSA) – No updates**

**Larry Roser (Weights and Measures) –**

This month we got 12 gas/diesel samples purchased from 4 different gas stations. Wilcox General Store in Ledyard, Fastrac in Weedsport, Pit Stop in Weedsport, and Kwik Fill on Grant Ave. They all Passed

We tested 15 truck scales.

DeGross Grains in Fleming passed -60 lbs. @ 65,780 lbs.

Shepherd's Way in Locke passed +20 lbs. @ 65,960 lbs.

We Care Organic/Gotta Do Contracting in Weedsport passed +0 lbs. @ 66,080 lbs.

It was not used nor tested in 2020.

Genoa Sand & Gravel in Genoa Failed -160 lbs. to +340 lbs. @ 25,000 lbs. from end to end.

Could not adjust to in tolerance so we adjusted it so it was +0 lbs. in the middle and -980 lbs. on the ends @ 56,500 lbs. Approximately giving away 500 lbs. per dump truck load free.

U-Pull-M in Auburn passed -40 lbs. @ 65,720 lbs.

Roach Dairy in Venice passed -20 lbs. @ 65,760 lbs.

Sunnyside Farm in Venice passed -20 lbs. @ 65,820 lbs.

Auburn Landfill passed -20 lbs. @ 65,920 lbs.

Black Rock Farm in Cato passed -60 lbs. @ 24,000 lbs.

Deck is in bad shape.

Auburn Metal Processing passed -20 lbs. @ 56,200 lbs.

O'Tooles Stone & Gravel in Moravia passed -20 lbs. @ 65,040 lbs.

It was hit by lightning and has a new circuit board.

Paul F. Vitale in Sennett failed -80 lbs. @ 25,000 lbs.

It was adjusted and passed +20lbs @ 65,080 lbs.

Allen Farm in Scipio passed -40 lbs. @ 66,020 lbs.

Cedar Lane Ag. (Keystone Mills) in Moravia passed +20 lbs. @ 65,980 lbs.

Raymond Donald & Sons in Venice passed +40 lbs. @ 82,720 lbs.

This month we created a milk chart for a 200 gal milk tank the old fashion way without a meter truck, using a 10 gallon slicker can. This was at the Mike & Victoria Stauderman farm in Genoa. There was no chart available and the hauler would not pick up without one. They had to dump the milk on the ground. They have 11 cows so far.

The Town of Owasco's water dispenser was tested and gives 46.567 gal or over 5% more than the 44 gal on the label.

King Ferry Winery's scale failed -7 lbs. @ 1,000 lbs. It had a bad wire to the indicator. It was repaired and now passes -2 lbs. @ 2,500 lbs.

Nutrition Bar Confectioners in Cato has 9 platform scales, 7 passed and 2 failed (Not selling over) -11 oz. @ 50 lbs. & +.35 @ 150 lbs. They also have 19 non-commercial gram scales, of which 18 passed and 1 main scale in the line that failed -7.2 gr. @227 g. It was recalibrated and now passes within .6 g. at 454 g.

Heart & Hands Winery in Union Springs is not using their 5,000 lb. scale. A Stop Use has been issued.

There is a new scale at Hearts Fir Botanica LLC on 28 E. Genesee St. in Auburn. It is tested and passed.

Ed. & Jeans in Port Byron has 4 new checkout scales. They have all been tested, passed, and sealed.

**Gary Duckett (Buildings and Grounds/Parks and Trails) –**

**BUILDINGS AND GROUNDS AND PARKS ADMINISTRATION: Crew Gary Duckett and Donna Blumrick:**

1. Don Carr issued RFP2021-25 on September 3<sup>rd</sup> looking for an architect to do an analysis of the County Office Building and make a recommendation on the building, renovate or build new. We had a well-attended Prebid meeting on 9/21, questions are due by 9/30 and the proposals are due October 15. Work is to be completed by March 31, 2022.

2. Gary has requested Don Carr to issue an RFP for a company to assist us with our hazardous materials compliance, including asbestos. This was last done per RFP2017-08 and our agreement with the current vendor expires 12/31/21.
3. Working on converting the PSB back to NYSEG. (Resolution 197-21). We have an agreement with O'Connell Electric to install the line. We are waiting for the plan from NYSEG Gary met with them on site 9/17/21 and supplied answers to their questions on 9/30.
4. A PO was issued to allow the replacement of the exterior lighting at the PSB with new LED fixtures. The funding is from a NYSEDA Grant being administered by Planning. The fixtures are scheduled to ship on 10/29.
5. One of our PT Building Maintenance Mechanics resigned effective 10-1-21 because "I am taking an opportunity for career advancement". I will present a resolution for November to fill this position. As you know it is my humble opinion that all the positions that fall under Public Works should be analyzed to insure we can keep the good people we have as well as attract good applicants.
6. I have attached a copy of my list of projects to be considered for American Rescue Funds. If these projects are not funded by the American Rescue Funds we will need to find another way to fund them such as the budget or as part of our capital plan.
7. Doug and I are working with HR and the County Attorney to explore separating the Parks Department from the Buildings and Grounds Department. This change is recommended by the Park Commission.

**DOWNTOWN: Crew Ed Eberhardt, Al Raymond, Paul France, and Jeff King:**

1. In addition to routine maintenance, preventive maintenance and the day to day efforts for grounds preparation and mowing Ed and his team responded to over 132 maintenance requests last month.
2. Some good news the asbestos tests on the Hardenberg Building roof came back negative. We had some roof repairs done in an effort to stop leaks for the winter. Ed will be checking to see of the repairs worked for now.
3. Ed Eberhardt is attempting to patch the COB Roof.
4. Ed and Gary are working on the HVAC at the HPO.

**COUNTY HOUSE ROAD and TOWERS: Crew Mitch Brown, Ben McIntyre, Bruce Simmons and Greg Purcell:**

1. In addition to routine maintenance and the day to day efforts Mitch and his team responded to over 168 maintenance requests last month.
2. They have been performing extra sanitizing efforts due to COVID.
3. They continue to be busy with mowing and trimming. We are still looking for PT Laborers to assist with this work.

**PARKS AND TRAILS Crew Doug Dello Stritto, Manette Becker, Mike Dagnesi and Jon Borsa**

**Emerson Park:**

- a. Parks and Planning Departments have met with Central NY Regional Planning Board to begin the process of applying for American Rescue Plan grants targeted for travel and tourism. The Department has also started the process of applying for foundation grants and seeking sponsorship as a match to possible grant funding.
- b. The Owasco Lake Watershed Management Council's Rain garden project has been scheduled in coordination with the Friends of Emerson Park clean-up day on October 24<sup>th</sup> and will be put on in partnership with OWLA volunteers. Please contact Manette Becker if you would like to Volunteer at 315-253-5611.
- c. The Watershed Inspection Program is moving out of the park in October.

**Ward W. O'Hara Ag Museum/Dr. Joseph F. Karpinski Sr. Educational Center Update (Tim Quill Director PT):**

1. The Museum Board decided to change their meeting night. As of October, the Ag Commission meetings will be held on the Second Monday of each month April thru November instead of the Second Tuesday of Each Month.
2. The Museum monthly series Martha Shaw Harvesting History Series Thursday night at the museum will begin in September. It will be held the second Thursday of each month at 6 P.M. in the museum classroom. Series will continue:
  - October 14, 2021 History of the Auburn Correctional Facility
  - November 11, 2021 When the Greatest Show on Earth" came to Auburn
  - December 9, 2021 Museum Festival of Trees Reception
  - January thru June TBA
3. Museum Patron/Volunteer/ Staff Recognition Event Thursday September 30, 2021 at Museum.
4. From October 1 thru October 31 the museum will host a museum witch hat hunt during its regular open hours.
5. On October 23, 2021 the museum will host its annual Old Fashion Halloween Event at the museum from 10-4. Admission and parking free. Activities for entire family.
6. Festival of Trees and Museum Open house for Christmas planning is underway.
7. Museum hours in September and October are Monday thru Saturday 10-4 Sunday 11-4
8. The BOCES Criminal Justice Department classes are scheduled at the Museum on Friday September 17, 2021 to do community service. They will do many jobs at the museum that need doing along with helping out with some park dept. projects.
9. Progress is being made on the Garage Exhibit at the Museum.

**Sterling Nature Center (Jim D'Angelo Director):**

1. The agreement with the Friends of the Sterling Nature Center expires 12/31/21. As you know they do a lot of work in support of the Center.
2. New Sterling Nature Center Visitors Center: Project is out for rebid. Bids to be accepted in November. Construction to begin Spring 2022.
3. The Cayuga County Sheriffs Tactical Team conducted a training exercise at the Nature Center using the wooded areas off of Dogwood Rd on August 31. They have used the Nature Center in the past for similar training events.
4. Vandalism at the McIntyre Parking Area was reported by a visitor, I police report was filed and the spray-painted graffiti was painted over.

5. Invasive Species, the emerald ash borer is starting to affect the health of ash trees at the nature center. We will continue to monitor and remove trees if they are a safety hazard.
6. Two groups of volunteer students from SUNY Oswego's Project Serve on August 19; they did a beach cleanup and mulched the Lake Trail.
7. COVID-19 Updates: Indoor programming will not restart this summer due to the delta variant and Masks are required in all Cayuga County buildings including the Nature Center.
8. Lowering water in Dragonfly Pond has attracted a variety of shore and wading birds including new species: semipalmated plover, lesser yellowlegs, least sandpiper. Other species observed: greater yellowlegs, solitary sandpiper, sanderlings, great blue and green herons
9. Upcoming programs include:
  - a. A Day with the Eagles, October 2 & 3
  - b. Beach Dynamics with Susan Gateley, Sunday October 10
  - c. Photo contest Awards, Saturday October 16
  - d. International Observe the Moon Night, Saturday October 16,
  - e. Wandering Naturalist, Sunday October 17
  - f. Sun Set and Full Moon Walk, Wednesday October 20
  - g. Apple Cider Pressing Saturday October 23 & Sunday October 24, 11am to 2pm

**Trail Update:**

1. The Cato-Brutus Trail: Bridge A: (Chase Rd) Cayuga County Highway Dept has performed some trail maintenance in preparation for bridge install in Spring 2022.
2. Cato - Fair Haven trail: no report
3. Cayuga County Highway continues to perform trail maintenance as necessary.

**Owasco Flats:** The Parks Department has received request to perform maintenance on a drainage control structure.

**New Business?**

**Any Questions?**

**Brian Soper (Highway) –**

- We have a few paving jobs to finish up before we lose the weather advantage. Those will happen weather permitting the week of the 4<sup>th</sup> of October. Scott Gulf will be paved the week of the 11<sup>th</sup> all dependent on weather.
- East Brutus St. pavement preservation project bid have been opened. The bids are higher than expected we will be rebidding in hopes for better bid results in early December. With some discussion the state has awarded us an additional \$450,000 to ease the budget restriction.
- Sam Adams culvert replacement is under way and should be completed with the road reopened to traffic the week of the October 4<sup>th</sup>. The paving to follow.
- Stripping has been completed for the season
- We have received our first reimbursement for the CHIPS/EWR/Pave NY which was 3.8m with the next to be submitted around 3.4m for the December payment.
- Ridge Rd and Ledyard Rd bridges are getting pushed back on the completion date due to steel delays.
- I have been working with HR to get all of the Highway caught up with the mandatory trainings. We will have this done on the 14<sup>th</sup> of October.
- Soil and Water has been assisting Highway with flood mitigation on every aspect from design to completion of the projects along with grant monies to help highway stay on budget. They were a crucial part of Scott Gulf Rd being completed on schedule.
- We are starting to prep for winter operations.

**RESOLUTIONS:**

**HIGHWAY:**

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|------------|--|
| 10-21-PW-1 | Authorization to fill Motor Equipment Operator Medium position in the County Highway Department due to the resignation of a former employee        |
| 10-21-PW-2 | Authorizing the Highway Superintendent and Chairperson of the Legislature to enter in to agreements with various agencies for fuel and maintenance |
| 10-21-PW-3 | Authorization to purchase 5065 utility tractor and broom   |
| 10-21-PW-4 | Authorization to enter in to a two (2) year Snow and Ice Agreement with NYS DOT for snow removal on State Highways                                 |

**WATER & SEWER:**

10-21-PW-5 Cayuga County Water and Sewer Authority funds for SEQR related to County Wide Water & Sewer Project

**WEIGHTS & MEASURES:**

10-21-PW-6 Appointing Kyle Laukaitis as the Director of Weights and Measures

**ADJOURNMENT: Tuesday, November 9, 2021**

IF YOU HAVE A DISABILITY AND NEED ACCOMMODATIONS, PLEASE CALL THE CLERK OF THE LEGISLATURE'S OFFICE AT 253-1308 AT LEAST 48 HOURS BEFORE THE SCHEDULED MEETING TO ADVISE WHAT ACCOMMODATIONS WILL BE NECESSARY.

RESOLUTION NO. \_\_\_\_\_

10/26/21

HWYFillMedMEO#2393

**Authorization to fill Motor Equipment Operator Medium position in the County Highway Department due to the resignation of a former employee**

BY: Tucker Whitman, Chairman of the Public Works Committee  
Keith Batman, Chairman of the Ways & Means Committee

WHEREAS, there is a need to fill a Motor Equipment Operator Medium position in the Highway Department due to a resignation; and

WHEREAS, this position is responsible for various tasks in the construction, repair and maintenance of roads, in addition to other tasks as assigned; and

WHEREAS, the Motor Equipment Operator Medium; position control #2393 has been budgeted for the entire 2021 budget year; now therefore be it

RESOLVED, that the Highway Superintendent is hereby authorized to fill the Motor Equipment Operator Medium position; position control # 2393 and any backfills, in accordance with the Civil Service Rules and Regulations and the Policies of the County of Cayuga.

**Colleen Lombardi**

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**From:** Kayla Mayberry  
**Sent:** Wednesday, September 22, 2021 10:29 AM  
**To:** Brian Soper  
**Subject:** FW: Online Form Submittal: Authorization to Create/Fill

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**From:** noreply@cayugacounty.us <noreply@cayugacounty.us>  
**Sent:** Wednesday, September 22, 2021 10:19 AM  
**To:** Kayla Mayberry <kmayberry@cayugacounty.us>  
**Subject:** Online Form Submittal: Authorization to Create/Fill

Caution! This message was sent from outside your organization.

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### Authorization to Create/Fill

A copy of this completed form MUST be attached to ALL Civil Service MSD-426 forms when filling a position.

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Date 9/22/2021

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Authorization To: Fill Only

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**\*\* New Position Duties Statement (NPDS) - Short Form  
REQUIRED IF the title exists within the department**

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**\*\* New Position Duties Statement (NPDS) - Long Form  
REQUIRED IF the title does NOT exist within the department**

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Do you anticipate this request to result in fill-behinds? Yes

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Cayuga County Department Highway

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Job Title Being Requested (Exact Civil Service Title) Motor Equipment Operator Medium

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Position Control Number 2393

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Position Status Permanent

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Position Designation Full-Time

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Budget Account Number D51101

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Is a position being abolished to create the new position?	No
Is the salary of requested position in the current comp plan?	Yes
Comp Plan Requested IS IN	CSEA
CSEA Grade	11
Probationary Salary Amount	21.09
Step 4 Amount (CSEA)	23.02
Starting Salary for Position Requested	21.09
Justification for Salary Requested	Salary is funded by vacated position that is funded in current year budget. Salary requested is probationary salary in 2021 comp plan.
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	The position has been vacated by a resignation, the position is responsible for operation of equipment.
How is this position funded?	Budget
Is this a reimbursed position?	No
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	No budget impact as this is a funded position.
Department Head	Brian Soper
Date	9/22/2021
Attestation	I have been directed to submit on behalf of the authorized department or agency head
Name of Person Submitting on Behalf of Department or Agency Head	Kayla Mayberry


Title of Person Submitting Junior Accountant  
on Behalf of Department or  
Agency Head

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(Section Break)

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Approved 10/7/2021  
  
COLLEEN J. LAURARDI  
DEPUTY HR ADMINISTRATOR



RESOLUTION NO. \_\_\_\_\_ 10/26/21 HWY Fuel Agreement 2021

**Authorizing the Highway Superintendent and Chairperson of the Legislature to enter in to agreements with various agencies for fuel and maintenance**

BY: Tucker Whitman, Chairman of the Public Works Committee  
Keith Batman, Chairman of the Ways & Means Committee

WHEREAS, resolution #290-14 authorized the Chairperson and Highway Superintendent to sign fuel purchase and vehicle repair agreements with various agencies; and

WHEREAS, since 2014 the agreements have evolved making the current scope of the contracts obsolete due to increasing costs; and

WHEREAS, Cayuga County wishes to charge an overhead rate of twenty five cents (\$0.25) per gallon on all fuels over County cost to cover administrative and maintenance costs and a fee of \$10.00 per replacement key; and

WHEREAS, the contracts will be in effective January 1, 2021, the fee schedule change will be effective January 1, 2022; now therefore be it

RESOLVED, that the Chairperson of the Legislature and Highway Superintendent are authorized and directed to execute any contracts or agreements required to implement the intent of this resolution; and be it further

RESOLVED, the Cayuga County Treasurer is hereby authorized and directed to make the journal and accounting entries necessary to carry out the intent of this resolution; and be it further

RESOLVED, the County Attorney is to review agreements before signing.

RESOLUTION NO. \_\_\_\_\_ 10/26/21 HWY Puch.5065Tractor

**Authorization to purchase 5065 utility tractor and broom**

BY: Tucker Whitman, Chairman of the Public Works Committee  
Keith Batman, Chairman of the Ways & Means Committee

WHEREAS, Resolution #288-21 authorized the purchase of (3) 2022 Ford F350XL Regular Cab 4x4 trucks each with Fisher 8' plow packages and (2) fixed thumb grapple for gradall; and

WHEREAS, TRUCKS Account DM51302 52002 has an unencumbered balance of \$62,000; and

WHEREAS, the County wishes to purchase a John Deere 5065 Utility Tractor with 32"x96" front mounted power angle broom per Sourcewell AG Tractors contract 110719-JDC (PG 1P CG 70) not to exceed \$53,780.33; now therefore be it

RESOLVED, the Highway Superintendent is authorized to purchase the above equipment from appropriated and budgeted funds in DM51302 52002, be it further;

RESOLVED, that the purchases comply with all County purchasing policies, and be it further;

RESOLVED, that the Cayuga County Treasurer us hereby authorized and directed to make the journal and accounting entries necessary to carry out the intent of this resolution.

RESOLUTION NO. \_\_\_\_\_

10/26/21

HWY2021-2023NYSS&I rev

**Authorization to enter in to a two (2) year Snow and Ice Agreement with NYS DOT for snow removal on State Highways**

BY: Tucker Whitman, Chairman of the Public Works Committee  
Keith Batman, Chairman of the Ways & Means Committee

WHEREAS, resolution no. 290-18 authorized the county chairman to sign a snow removal agreement (D014767) with NYS DOT for the seasons of 2018/19, 2019/20, and 2020/21; and

WHEREAS, the prior agreement (D014767) expired June 30, 2021; and

WHEREAS, NYS DOT and the County of Cayuga wishes to enter in to a new Municipal Snow and Ice agreement (D040501) with NYS for a term of two years, commencing July 1, 2021 and ending June 30, 2023; and

WHEREAS the County wishes to enter a time and materials contract with an estimated yearly expenditure of \$616,604.43; now therefore be it

RESOLVED, that the Chair of the Legislature and Highway Superintendent of the County of Cayuga be and is hereby authorized to execute all necessary agreements to enact this amendment; and be it further;

RESOLVED, that the Cayuga County Treasurer is authorized and directed to make the necessary journal and accounting entries required to implement the intent of this resolution; and be if further

RESOLVED, the County Attorney is to review all agreements prior to signing.

RESOLUTION NO. \_\_\_\_\_ 10/26/21

CCWSA SEQR Funds rev

**Cayuga County Water and Sewer Authority funds for SEQR related to County Wide Water & Sewer Project**

By: Hon. Tucker Whitman, Chairman, Public Works  
Hon. Keith Batman, Chairman Ways & Means

WHEREAS, the Cayuga County Water and Sewer Authority (CCWSA) has been developing a County wide water and sewer project to provide additional water sources to County residents; and

WHEREAS, this project has progressed and one of the next steps in the process is to have State Environmental Quality Reviews (SEQR) done related to the water and sewer expansion; and

WHEREAS, the SEQR will cost \$24,000 and CCWSA does not have excess funds for this step and would have to borrow funds from other water and sewer districts within the County in order to fund the required SEQR; now therefore be it

RESOLVED, that \$24,000 be allocated from the Economic Development Reserve to the CCWSA for the purpose of SEQR related to the County wide water and sewer project; and be it further

RESOLVED, that the Chair of the County Legislature is authorized to sign any contracts to carry out the intent of this resolution upon review and approval by the Cayuga County Attorney's Office; and be it further

RESOLVED, that the Cayuga County Treasurer is authorized to make any necessary journal entries to accomplish the above.

RESOLUTION NO. \_\_\_\_\_ October 26, 2021

WM Appoint Director

**Appointing Kyle Laukaitis as the Director of Weights and Measures**

BY: Hon. Tucker Whitman, Chair, Public Works Committee  
Hon. Keith Batman, Chair, Ways & Means Committee

WHEREAS, longtime Director of Weights and Measures Larry Roser has retired: and

WHEREAS, the Legislature established a search committee to recruit, interview and recommend a candidate for appointment; and

WHEREAS, that group has identified and recommends a highly qualified candidate; now therefore be it

RESOLVED, Kyle Laukaitis hereby appointed as Director of Weights & Measures at an annual salary of \$53,400.00 with the appointment contingent upon a successful background investigation and pre-employment drug screen; and be it further

RESOLVED, the appointment be made in accordance with Cayuga County Civil Service Rules and Regulations and the policies of the County of Cayuga