



MINUTES
PUBLIC WORKS COMMITTEE
Tuesday, January 14, 2020, Chambers - 5:30PM

CALL TO ORDER: By Hon. Tucker Whitman called the meeting to order at 5:35PM

MEMBERS: Legislators Andy Dennison, Ryan Foley, Timothy Lattimore, Hans Pecher, Paul Pinckney, and Ben Vitale

EXCUSED: Ben Vitale

OTHERS: Chair Aileen McNabb-Coleman, Legislators Elane Daly, Charlie Ripley, Tricia Kerr, Heidi Nightengale, County Attorney Chris Palermo, Buildings and Grounds Superintendent Gary Duckett, Parks Maintenance Supervisor Doug Dello Stritto, Weights and Measures Director Larry Roser, Water and Sewer Authority Director Jeanine Wilson, Deputy Director of Public Works Carl Martel, Citizen Reporter Mary Catalfamo, and Deputy Clerk of the Legislature Amanda Morgan

MINUTES TO APPROVE: December 3, 2019, Motion by Dennison, 2nd by Lattimore, all in favor.

Motion by Dennison to approve appointments, 2nd by Pecher, all in favor.

APPOINTMENTS:

Ward W. O'Hara Agricultural Museum Commission:

Nancy Taylor, 339 Firelane 12A, Auburn, NY 13021, New Appointment, Four year term or until Legislature makes a new appointment per Resolution 469-05.

Water and Sewer Authority

Peter Adams, 6 Calemad Drive, Auburn, NY 13021, Term – 1/1/20 to 12/31/21 (new appt.)

Parks Commission

Lezli Parsons, 14360 Victory St., Sterling, NY 13156, Term – 1/1/20 to 12/31/21

DEPARTMENT UPDATES FOR COMMITTEE:

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

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

This Month we tested 16 Truck Scales.

Paul F. Vitale in Sennett passed +0 lbs. @ 77,360 lbs.

Robinson Concrete in Sennett failed -400 lbs. @ 21,000 lbs.

It was Adjusted and passed -120 lbs. @ 124,600 lbs.

Willet Dairy (Belltown) in King Ferry passed +60 lbs. @ 63,600 lbs.

Shepherd's Way in Locke passed +40 lbs. @ 63,500 lbs.

Sunnyside Farm in Venice failed +100 lbs. @ 27,000 lbs.

It was adjusted and passed -20 lbs. @ 64,060 lbs.

Aurora Ridge Dairy in Aurora failed reading 54,700 lbs. to 55,520 lbs. at the same truck weight. It was iced up.

The next day it was adjusted and passed -40 lbs. @ 63,920 lbs.

Vansridge Dairy in Scipio passed +20 lbs. @ 63,840 lbs.

Degroff Grains in Fleming passed -80 lbs. @ 63,560 lbs.

Auburn Landfill passed +0 lbs. @ 63,860 lbs.

ADM is closed. The new owner doesn't plan on using the scale at this time.

Auburn Ag. Products is no longer using the 40,000 lb. scale.

Nutri-Roast in Fleming's south scale passed -40 lbs. @ 72,720 lbs.

Nutri-Roast in Fleming's north scale passed +80 lbs. @ 72,700 lbs.

Nutri-Roast has a new third scale in process of being installed. In use soon.

Spruce Haven in Fleming failed +60 lbs. @ 27,000 lbs.

It was adjusted and passed +60 lbs. @ 65,800 lbs.

We Care Organics in Weedsport passed +20 lbs. @ 65,700 lbs.

Black Rock in Cato passed -40 lbs. @ 27,000 lbs.

Cayuga Milk Ingredients in Auburn failed +140 lbs. @ 23,000 lbs.

It was adjusted and passed +20 lbs. @ 63,500 lbs.

Bart Farms in Bethel failed +40 lbs. @ 5,000 lbs. It needs a new indicator before it can pass.
Ed and jeans in Port Byron got a new scale in the produce packing area. It has been tested and passed.
Wegman's in Auburn got 2 new scales in the meat packing area. They have been tested and passed.

I tested the scales at 20 Schools in the County. I tested 39 scales, 9 were for wrestling and only 3 total scales failed. 1 was a wrestling scale but it was repaired OK. 2 were in nurses offices and not class 3 devices.

A question was brought up as to what gas stations in Cayuga County offer Non Ethanol gas. There are 17 in all at the time I tested the pumps in 2019.

The West End in Fair Haven.
Bayside in Fair Haven.
Pit Stop in N. Victory.
Fastrac in Weedsport.
Pit Stop in Weedsport.
Pit Stop in Port Byron.
Circle K in Montezuma @ Rt. 5, 20, & 90.
Byrne Dairy in Auburn.
Fastrac on Grant.
D & L Truck Stop on Owasco.
Speedway on Clark Street.
Speedway on Whitebridge @ the circle. The pump is back by the trash dumpster,
Speedway in Moravia.
Pit Stop in Fleming.
Pit Stop in Genoa.
King Ferry Corner Store.
Wilcox General Store in Ledyard.

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

1. Purchasing sent out ITB2019-27 for exterior lighting and ITB2019-28 for interior lighting at the Public Safety Building per NYSERDA Grant obtained by planning. There were no bidders. We will be reevaluating how to handle this.
2. Purchasing sent out ITB2019-25 to replace the backup generator at the PSB. There were no bidders. We are going to hire an engineer to better define the scope of work for this project.
3. **The future of the County Office Building (COB) has been under consideration for over 10 years. The Public Works Committee and ultimately the full legislature needs to make a decision on how to proceed. In 2016 the County hired Wendel (Architecture, Engineering, Planning, Energy Services and Construction Management) to provide us with a Comprehensive Energy Audit. That Final Report was received on April 19, 2017. While creating that report Wendel personnel became very familiar with the County Office Building. I asked them to provide (at no charge) an estimated cost to renovate our current building and for a new facility. That report is attached, please note the following:**
 - a. **Option 1 - Existing COB Renovation Cost Estimate \$10,000,000-\$14,000,000**
 - b. **Option 2 – New Facility Cost Estimate \$22,000,000-\$26,000,000****My humble recommendation is to renovate the existing building and save the taxpayers a significant amount of money. Discussion.**
4. The low bidder on ITB2019-18 for the roofs on the log cabin, Emerson Park Admin Office and the main section of the Ag Museum was SECOR at \$57,000. PO's have been issued and the materials are on order.
5. We received the attached list of recommendations from NYMIR. We are working on the list.
6. Purchasing is reviewing the electric supply bids. It looks like we will be saving money on electric.

Committee Report Parks and Trails:

1. **Emerson Park:**
 - A. CFA Grant for the Deauville Island improvement update as of 11/25/19:
 1. The bridge has been installed.
 2. They will finish the paving, bridge and landscaping in the spring.
 - B. **The Pavilion Catering RFP2019-23 was issued by purchasing on 12/9/19. Bids are to be received by 1/22/20.**
2. **Ward W. O'Hara Ag Museum/Dr. Joseph F. Karpinski Sr. Educational Center Update (Tim Quill Director PT):**
 - A. Nothing new to report.
3. **Sterling Nature Center (Jim D'Angelo Director PT):**
 - A. Doug Dello Stritto has continued to work with planning to get the needed information on the \$1.6 million dollar REDI Grant for the Nature Center and for the \$900,000 trail project. Again the county match on these projects is only 5%.
 - B. **The Nature Center was broken into on Thursday, 12/26/19. The investigation is ongoing.**

- C. We have received a grant through the CFA process in the amount of \$231,525 for construction drawings for a new nature center building.

Trail Update:

1. We have received a grant through the CFA process in the amount of \$95,500 for the Bridge north of Chase Road on the Cato Brutus Trail.
2. Funding to replace the current bridge between Ditmar and Jerolemon Roads was included in the 2020 budget.

Any Questions?

Discussion:

Lattimore asks about the RFP and if everyone understood that they had to be at pre-meeting. Duckett says it was in the proposal and the proposal was sent to a variety of people. DelloStritto says Purchasing sent it to four national firms and four other local providers. He says he had a call back from one of them, but he cannot speak who Purchasing heard back from. Duckett says that anyone who bid in the past was sent the proposal proactively.

- **Carl Martel (Highway) – No updates**

RESOLUTIONS:

BUILDINGS:

1-20-PW-1 Amending the 2020 County Budget to allow the court “tenant” work to be completed in the Historic Post Office with the cost to be reimbursed by the State of New York. **Motion by Dennison, 2nd by Pecher, all in favor.**

PARKS:

1-20-PW-2 Authorizing the Buildings and Grounds Department to hire a full time Assistant Park Maintenance Supervisor. **Motion by Dennison, 2nd by Pecher, all in favor.**

HIGHWAY:

1-20-PW-3 Authorizing the establishment of Capital “H” Project 20-01 (“Weedsport Sennett Box Culvert”) and authorizing the acceptance of construction bid for the replacement of a box culvert on Weedsport Sennett Rd.

1-20-PW-4 Authorization to accept bid for County Route 43c over Owasco Inlet Bridge Replacement Project. **Motion by Pecher, 2nd by Dennison, all in favor.**

Motion by Dennison to adjourn at 6:42PM, 2nd by Pecher, all in favor.

Memo

To: Public Works Committee

From: Doug Dello Stritto, Park Maintenance Supervisor

RE: Assistant Park Maintenance Supervisor, Job Justification 2020 Budget

History:

The Assistant Park Maintenance Supervisor position was filled full time 40 hours from 2000 – 2014.

2014 – 2017 the position was a full time 30 hour position.

Please note: Concurrent with this role there was also a part time clerk in the Parks Department.

The role provides vital services in clerical, supervisory, training, scheduling, maintaining of the parks facilities reservations database and provides crucial backup in the absence of the Park Maintenance Supervisor.

Current functions not receiving adequate fulfillment:

Clerical: budget transfers, tracking and management, payroll management, equipment logs, procurement, RFP development, tracking and record keeping

Supervisory: hiring, onboarding, training, scheduling staff, assigning tasks, tracking work, filing

Reservations: Answering calls, follow-up, inquiry tracking, reserving, contracting, processing payments, reconciling, reporting space bookings and scheduling required resources for reservation fulfillment.

Event recruitment: The Emerson Foundation funded Programming Plan identified multiple opportunities to recruit, create and support a wide variety of programming to increase park usage at Emerson Park. The development of these programs is important to fully utilize the park facilities.

Customer Service: currently phone and walk in inquiries are not being serviced from 12pm – 5pm when the Park Maintenance Supervisor is performing any of the management, maintenance and supervisory functions at any Parks & Trails facilities. We currently are being assisted by the typist for Buildings and Grounds with any inbound inquiries and reservations from 7:00am – 12:00pm Monday –Thursday.

Planning functions required for long term maintenance, grant and other funding seeking, event recruitment, are not currently being undertaken in a meaningful way by the department due to the daily load of administrative and clerical tasks. Fortunately the Planning Department has provided vital assistance to finding opportunities and applying for grant funding.

Upcoming projects that will require additional staff time:

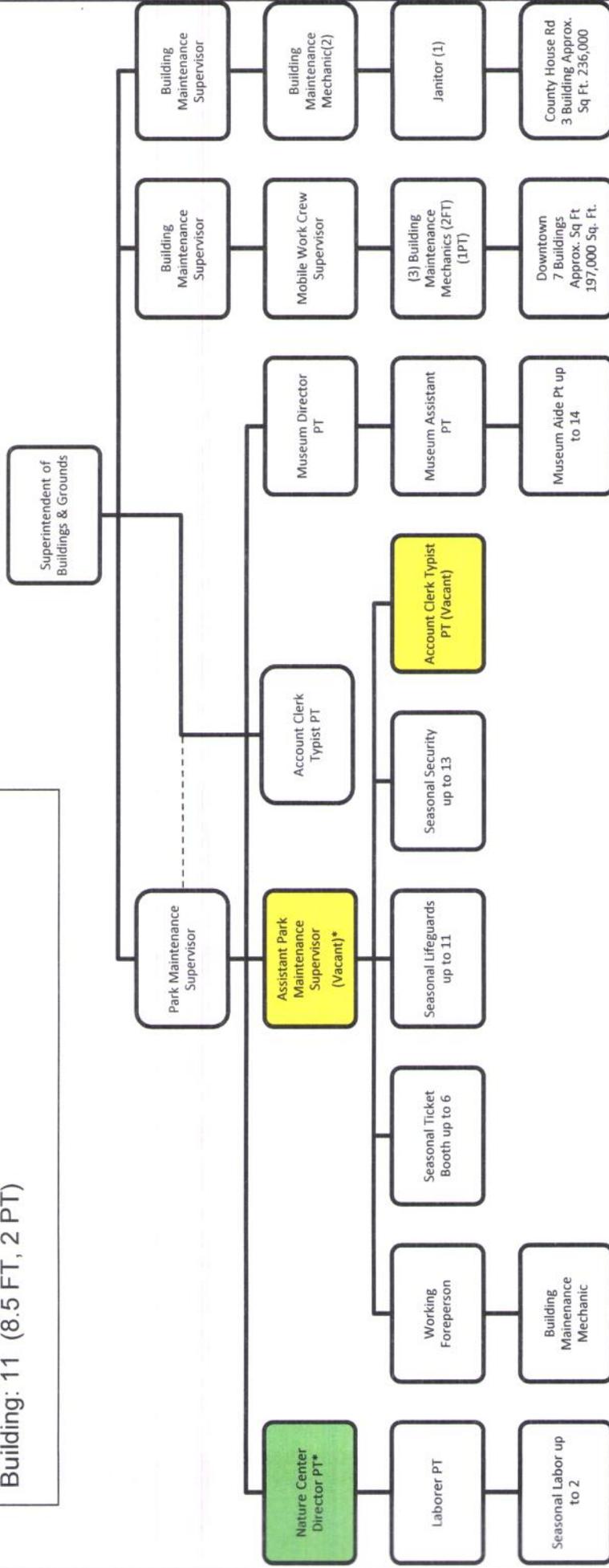
- Deauville Island Pathway System CFA construction management. (completion spring 2020)
- Park programming plan development and implementation - Beiderman/Emerson Foundation
- Sterling Nature Center – design, funding procurement, project management and programming expansion. CFA Award pending for construction documents. 75/25 match.
- Cato –Brutus Trail – 2 bridge installations scheduled for 2020. 1 funded in the Cayuga County budget, 1 funded through a CFA award (Resolution 255-19) 80/20 match.
- REDI Grants: \$1.6 mil for green infrastructure implementation: road, parking lot and trail improvements. \$900,000 bikeway/trail designation partnering with CNYRPB and the Sterling Nature Center.
- Deauville Island Destination Playground design, funding sourcing and construction.
- Phase II Deauville Island Development Project – concert venue and associated infrastructure improvements: concessions, boat access & shoreline stabilization
- Reservation System migration to Civic Plus platform.

Department: Buildings and Grounds
 Department Head: Gary Duckett

Buildings & Grounds Total staff: 81

Park & Trails: 70 (3.5 FT, 17 PT, 49 seasonal)

Building: 11 (8.5 FT, 2 PT)



*Included in the 2020 Parks & Trails Department budget request per Parks Commission recommendation:

Assistant Parks Maintenance Supervisor currently vacant request to be funded @ FT

Sterling Nature Center PT Director request to be changed to FT

Cayuga County Highway Department



Mow their own roads:

Washington County = \$269.50 / CL Mile

- Cattaraugus County
- Chautauqua County
- Orange County
- Orleans County
- Schoharie County
- Putnam County

Pay the Towns Time & Material:

- Jefferson County
- Livingston County

County Salt Purchased 2019 Vs. 2020 (As of 1/14/20)

		Auburn	Venice	Ira	Total			
2019	November	1560.06	905.07	421.5	2886.63			
	December	1100.05	609.34	0	1709.39			
	January	2721.31	1374.61	359.41	4455.33	9051.35	Tons.	\$ 467,321.20
2020	November	1253.16	756.91		2010.07			
	December	1670.26	1191.62	361	3222.88			
	January	3384.27			3384.27	8617.22	Tons.	\$ 484,890.97
						-434.13	Tons.	\$ 17,569.77