



**AGENDA**  
**PUBLIC WORKS COMMITTEE**  
**Tuesday, May 11, 2021 at 5:30PM**  
**Live Stream Link: <https://youtu.be/p-B-ISSWVz4>**

**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:** April 13, 2021

**APPOINTMENTS:** None

**DEPARTMENT UPDATES FOR COMMITTEE:**

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

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

- This month I got the results of the 12 gas samples purchased from 6 gas stations.
  - Kwik Fill on State Street in Auburn = 1
  - Pit Stop in Port Byron = 3
  - Kwik Fill in Weedsport = 1 (Their 89 is out of order)
  - Speedway in Meridian = 3
  - Speedway on Grant Ave in Auburn = 3
  - B.J.'s in Auburn = 1All 12 samples passed.
- We tested all 3 truck scales at Nucor Steel.
  - The Euclid Scale out back passed +60 lbs. @ 59,260 lbs.
  - The Outbound Scale passed -40 lbs. @ 69,060 lbs.
  - The Inbound Scale had a new load cell put in it.  
It failed -100 lbs. @ 25,000 lbs.  
It was adjusted and passed -20 lbs. @ 69,020 lbs.
- We tested all the pumps at Byrne Dairy in Auburn. They all passed. However 3 were shorting the customers 6 cubic inches in 5 gallons, which is at the maximum allowable tolerance. However the average of all the pumps came in as giving an extra 2.475 cubic inches in 5 gallons, an acceptable level. I did recommend if they had a pump company come to do any work on the pumps they definitely adjust the 3 pumps shorting at tolerance.
- TOP's had their 4 self-checkout scales removed and 6 new self-checkouts installed. They have all been tested and passed and sealed. They later had checkout #10 repaired. It has been tested, passed, and sealed.
- New Hope Mills had a scale that was in maintenance when the rest were tested. They brought it out to start using it. It has been tested and passed.
- The Phillip Pittroff Farm in Victory had its 500 gallon tank go bad. They purchased the old 545 gallon tank from the Nelson Horst Farm in Cato (It was replaced by a 1,600 gallon tank). The new Pittroff 545 gallon tank was recalibrated and is now in use.

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

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

1. Gary's goal this year is to create a meaningful Capital Plan for Buildings and Grounds, including Parks and Trails. This will include getting a decision from the Legislature on the future of the County Office Building. We are currently reviewing the roofs on various county buildings.
2. Thank you for approving Resolution 129-21 we have an excellent candidate for the PT Building Maintenance Mechanic position.
3. Thank you for approving Resolution 130-21 we are seeking candidates for these four PT Laborer Positions at \$13.00. This will enable us to get assistance for the work that used to be done by the inmate work crew.
4. Gary provided input for the Venesky Report.

5. We received quotes to install the required backflow device in the County Office Building. The low quote was Bianco Plumbing and Heating at \$12,600. Funds are from the Buildings and Grounds Budget. Work will be done over a weekend once the backflow device is received. Estimated delivery is 4-5 weeks.
6. IBT2021-22 for the masonry project at the HPO was opened 4/23/2021. The work is needed because moisture is getting into the blocks resulting in the facia of the blocks falling off. The low bid was Heritage Masonry Restoration Inc. at \$81,765.00. There is a resolution for May to allow a Public Hearing in June to allow the funding to come from the Building Repair Reserve after the Public Hearing and approval of a resolution in June.
7. Provided a scope of work to purchasing to allow an ITB to be issued for an electrician to run wire for a new NYSEG service to the PSB and the old Nursing Home.
8. Working with a vendor to finalize plans for the replacement of the exterior lighting at the PSB with new LED fixtures. The funding is from a NYSERDA Grant being administered by Planning.

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 105 maintenance requests last month.
2. VIP Structures completed the Family Court public service window (tenant work) project.
3. VIP Structures completed the Health Departments Clinic updates to the Hardenberg Building.
4. The courthouse lawn needs repair where the sewer replacement was done. This work will be done after East Hill completes the work on the retaining wall bordering the property.

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 222 maintenance requests last month. Many of these requests are related to cleaning for COVID and performing duties previously done by the inmate work crew. This has increased the workload on Mitch and his crew.
2. Mitch and crew have been working with the vendor to allow them to complete preliminary work on the replacement of the backup generator at the PSB. This project is scheduled to be completed in May.
3. Mitch continues to work on the administrative area of the PSB.

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

Emerson Park:

- A. Parks & Planning Departments are reviewing final layout and architecture for the Deauville Island Destination Playground and Amphitheater projects approved by resolution 138-20.
- B. The Emerson Park Pavilion is no longer being used as a COVID 19 testing site and is being cleaned and prepared for contracted events.
- C. The Parks Department in coordination with the City of Auburn has completed the clean-out of the culvert pipes at Emerson Park. The Parks Department will continue to work with the City and CCSWCD to create a maintenance plan for the system.
- D. Parks and Planning Department staff are working with the Merry-Go-Round Theater to plan for reopening.
- E. Parks staff is working with Little League to address drainage, fencing repair and grounds keeping in preparation for their season.
- F. A decision still needs to be made for the July 3<sup>rd</sup> Fireworks.

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

1. 20 TV/DVD exhibits installed and operating. Audio visual exhibits on maple syrup making, honey production, logging, printing and many on various types of vintage tractors
2. Easter Egg hunt was a big success. 1,695 Attendance on Door Counters Over 200 participants in the egg hunt
3. Painting of most of the floors in museum complete, museum looks much cleaner and welcoming
4. Ag Museum Board met for first time on April 19, 2021 in the classroom. Director updated them on projects since their last meeting in November.
5. 2021 Old Ways Day on June 5, 2021 was cancelled due to covid
6. Museum Patron Dinner and recognition is postponed and hopefully can be held in September
7. No school Group programs in 2021 due to covid
8. A witch hunt similar to the Easter Egg Scavenger Hunt is being scheduled for October at the museum
9. Halloween at the museum is on hold
10. Open House Christmas at the museum is on hold
11. Sealing and lining of Museum Parking lot scheduled to be done before Memorial Day
12. Museum is open Monday, Tuesday, Friday and Saturday from 10-4 and Sundays 11-4. Despite covid we are receiving many visitors.

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

1. The McIntyre Rd parking area was expanded with grindings from the bridge work being done on that road.
2. Programing
  - a. At least one Facebook Live program each month to supplement the in-person programs and for those who are unable to visit the Nature Center due to COVID-19.

- b. Requiring masks and pre-registration for in-person programs and limiting attendance to 15-20 people due to COVID-19. All in-person programs are outdoors only due to limited indoor space.
- c. Jim is offering more than one date and/or time for popular programs to spread out attendance into smaller groups due to COVID.
- d. Recent and upcoming programs:
  1. Signs of Spring,
    - a. Friday March 19, 1pm (9),
    - b. Saturday March 20, 1pm (9),
    - c. FBLive Saturday March 20, 10am (31)
  2. Leadership Cayuga County Tour, Thursday April 8, 2:45pm (18)
  3. Vernal Pool,
    - a. Friday April 9 1pm, (4)
    - b. Saturday 10 1pm, (12)
    - c. FBLive April 10 3pm (21)
  4. Wandering Naturalist
    - a. Friday April 16, 10am (heavy rain 39F)
    - b. Saturday April 17, 10am (7) a reporter from iheartOswego joined the walk and posted a photo essay story about it and the Nature Center:  
<https://www.facebook.com/media/set?vanity=iheartoswego&set=a.4318696641496686>
  5. 4H Photography Workshop Thursday April 22, 6pm (19)
  6. Beach Cleanup, 10am-noon
  7. Association of Nature Center Administrators, Zoom mtg Tuesday April 28
  8. Warbler Walk, April 30 & May 7 7am
  9. Warblers & Wildflowers, May 1, 8, 15 1pm
  10. Wandering Naturalist, May 2, 10am
  11. Red Creek High School Volunteer Day, Wednesday May 5, 9:30am (15-20students)
  12. Trail Work Day, May 29, 10am

Trail Update:

- a. The Auburn Fleming Trail: new decking is being installed on bridge 3 as weather permits (from Dunning Ave entrance.)
- b. The Cato-Brutus Trail:
  1. Bridge A: (Chase Rd) CFA funding has been approved. Resolution language requested by NYS has been approved, final design report will be submitted this month.
  2. Bridge C: (Ditmar Rd) Bridge fabrication is nearly complete. Site work and preparation are underway. Installation target date is May 17, 2021.
- c. Cato - Fair Haven trail: several downed trees have been cleared from this trail by the Highway Department
- d. Cayuga County Highway continues to perform trail maintenance as necessary.

Owasco Flats: Nothing new to report.

Any Questions?

**Brian Soper (Highway) –**

- Paving is underway as of 5/3/21 11.1 miles of turnkey paving has been complete. Our own crews have prepped most of the project rds. and will be starting paving on 5/5/21 in Auburn area, 5/10/21 in the Venice Area, and chipping 5/10/21 in the Ira area. Things are looking good weather permitting.
- I have been working on the surplus equipment list and should have it in resolution form to bring before committee next month.
- Bridge/Culvert NY app's have been submitted and are under review before the selection process.

**RESOLUTIONS:**

**BUILDINGS:**

- 5-21-PW-1 Authorizing the purchase of a pickup truck with plow for Buildings and Grounds use (2/3 Required)
- 5-21-PW-2 Fixing day and notice of public hearing pursuant to NY Gen. Mun. Law § 6-d to make appropriations from the Buildings Repair Reserve

**PARKS & TRAILS:**

- 5-21-PW-3 Authorizing the Parks & Trails Department to hire a full time Assistant Park Maintenance Supervisor
- 5-21-PW-4 Authorizing the alteration of Emerson Park parking fees for 2021

5-21-PW-5 Authorizing the purchase of a pickup truck with plow for Parks and Buildings and grounds use (2/3 Required)

**HIGHWAY:**

5-21-PW-6 Authorization to fill Working Foreperson position in the Highway Department

5-21-PW-7 Authorization to fill Motor Equipment Operator Medium position in the County Highway Department due to the Resignation of a former employee

5-21-PW-8 Authorization to accept additional NYS DOT funds & authorize 2021 paving and chipping list #3

5-21-PW-9 Authorization for the Highway Department to purchase Highway equipment

**ADJOURNMENT: Tuesday, June 8, 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. \_\_\_\_\_

5/25/21

BLD purchase pickup with plow 5 21

**Authorizing the purchase of a pickup truck with plow for Buildings and Grounds use (2/3 Required)**

By: Tucker Whitman, Chair, Public Works  
By: Keith Batman, Chair, Ways & Means Committee

Whereas, there is currently no capital plan for Buildings and Grounds replacement vehicles; and

Whereas, in the absence of a capital plan the Buildings and Grounds Department continues to use vehicles till they will no longer pass inspection or till the cost of repairs is prohibitive; and

Whereas, the salt/plow truck used by Buildings and Grounds to service the downtown buildings is a 2008, Ford F350 with 35,000 miles; and

Whereas, the frame and undercarriage of the truck is so badly rusted that Motor Pool advised Buildings and Grounds in October of last year it would not pass inspection for another year; and

Whereas, a replacement truck will be needed for the 2021/2022 snow season; and

Whereas, the inspection was after the Department’s 2021 budget had been submitted; now therefore be it

Resolved, that the Treasurer is hereby authorized and directed to transfer funding for the purchase in an amount not to exceed \$42,000 from the unappropriated fund balance to Equipment Trackable Account A16202-52100; and be it further

Resolved, the Superintendent of Buildings and Grounds is authorized to purchase a pickup truck with plow per County Purchasing Policy for an amount not to exceed \$42,000 from Account A16202-54100; and be it further

Resolved, that upon the delivery of the new truck, the 2008 F350 Ford Truck VIN # 1FTWF315X8ED38525 will be delivered to the Clerk of the Cayuga County Legislature for disposal.

**Public Works Committee**

**Ways & Means Committee**

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Tucker Whitman, Chair

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Keith Batman, Chair

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Andy Dennison

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Elane Daly

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Tricia Kerr

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Mark Strong

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Ben Vitale

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Ben Vitale

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Tucker Whitman

Co. Atty: \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_ 5/25/21 BLD Fix Public Hearing Building Repair Reserve 5 21

**Fixing day and notice of public hearing pursuant to NY Gen. Mun. Law § 6-d to make appropriations from the Buildings Repair Reserve**

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

WHEREAS, N.Y. General Municipal Law § 6-d requires that the governing board provide notice and a public hearing; and

WHEREAS, the North Parapet of The Historic Post Office building is showing signs of failure due to water infiltration and the expansion and contraction of the masonry; and

WHEREAS, the Director of Purchasing issued ITB 2021-22 to solicit bids for this work; and

WHEREAS, three bids were received for this project with Heritage Masonry Restoration Inc. being low bidder for both options with their bid for Option 1 being \$44,445.00 and Option 2 being \$81,765.00; and

WHEREAS, the Superintendent of Buildings and Grounds consulted with Crawford & Stearns and was advised “Option 2 is a more thorough approach and will resolve more issues long term” and that “Heritage’s bid is appropriate for the level of work” at a cost of \$81,765.00; and

WHEREAS, the Cayuga County Building Repair Reserve Account A18400 currently has a balance of approximately \$590,452 that could be used for this restoration; and

WHEREAS, the Legislature has determined that this repair does not recur annually or less frequently, and that it fall within the purpose for which the Building Repair Reserve was established; now, therefore, be it

RESOLVED, that a public hearing shall be held concerning the proposed resolution before the Cayuga County Legislature on Tuesday, June 22, 2021, at 6:00 P.M., at a meeting held electronically and broadcast live via YouTube with members of the public directed to call in at 315-294-8051 to comment; and be it further

RESOLVED, that the Clerk of the Cayuga County Legislature is directed to issue notice of the same as prescribed by, and in accordance with law

**Public Works Committee**

**Ways & Means Committee**

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Tucker Whitman, Chair

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Tucker Whitman

Co. Atty: \_\_\_\_\_

**Authorizing the Parks & Trails Department to hire a full time Assistant Park Maintenance Supervisor**

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

**Whereas**, there is a vacant Assistant Park Maintenance Supervisor position within the Parks and Trails Department; and

**Whereas**, the full time Assistant Park Maintenance Supervisor position was included in the 2021 Parks & Trails Department budget; and

**Whereas**, the position was previously approved by Resolution 33-20 and subsequently left unfilled due to the pandemic, and

**Whereas**, the Parks & Trails Department requests we align this position with an 8-hour day to be consistent with the Department, and

**Whereas**, it is vital to the current operations and planned growth of the Parks & Trails Department to be fully staffed; and

**Whereas**, the salary for the Assistant Park Maintenance Supervisor was established as a grade 6, pursuant to Part IV of the Cayuga County Compensation Plan, now, therefore be it

**Resolved**, that the Parks Maintenance Supervisor is hereby authorized and directed to fill the vacant full time Assistant Park Maintenance Supervisor position; and be it further

**Resolved**, that the position be filled in accordance with the Civil Service Rules and Regulations and the Policies of Cayuga County; and be it further resolved

**Resolved**, that the position must be filled prior to December 31, 2021.

**Public Works Committee**

**Ways & Means Committee**

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Tucker Whitman, Chair

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Keith Batman, Chair

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Tucker Whitman

Co. Atty: \_\_\_\_\_

## Authorization to Create/Fill

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

|   |  |
|---|--|
| Date  | 5/7/2021                               |
| Authorization To:   | Fill Only                              |
| <b>** New Position Duties Statement (NPDS) - Short Form<br/>REQUIRED IF the title exists within the department</b>        |  |
| <b>** New Position Duties Statement (NPDS) - Long Form<br/>REQUIRED IF the title does NOT exist within the department</b> |  |
| Do you anticipate this request to result in fill-behinds?   | No                                     |
| Cayuga County Department  | Buildings & Grounds                    |
| Job Title Being Requested (Exact Civil Service Title)   | Assistant Parks Maintenance Supervisor |
| Position Control Number   | 03367                                  |
| Position Status   | Permanent                              |
| Position Designation  | Full-Time                              |
| Budget Account Number   | A71101 51001                           |
| 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   | Part IV                                |
| Part IV Grade   | 6                                      |
| Minimum Salary (Part IV)  | 53400                                  |
| Base/Current Salary (Part IV)   | 53400                                  |
| Starting Salary for Position Requested  | 53400                                  |
| Justification for Salary Requested  | Minimum salary per 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?          | This position has been vacant for 3 years impairing the Parks & Trails Department's ability to provide timely fulfillment of internal and external service requests, consistent on site staffing and contract and services fulfillment. |
| 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? | This is a budget expense for 2021. In future years this position will assist in recruiting and creating programming to increase park usage and revenues.  |
| Department Head   | Gary Duckett  |
| Date  | 5/10/2021   |
| 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  | Doug Dello Stritto  |
| Title of Person Submitting on Behalf of Department or Agency Head   | Parks Maintenance Supervisor  |
| (Section Break)   |   |

Email not displaying correctly? [View it in your browser.](#)

Lhlippoldt approved 5/10/21

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

5/25/21

PT Suspension of parking fees for 2021 5 21

**Authorizing the alteration of Emerson Park parking fees for 2021**

By: Tucker Whitman, Chair, Public Works

By: Keith Batman, Chair, Ways & Means Committee

Whereas, the Parks & Trails Department has received a letter from the Fred L. Emerson Foundation offering Cayuga County a grant of \$25,000 for the operation and maintenance of Emerson Park if the County would see fit to suspend passenger car parking fees at Emerson Park for the 2021 season; and

Whereas, the Parks Commission recommends accepting the generous contribution of the Fred L. Emerson Foundation and suspending parking fees for passenger cars at Emerson Park for 2021 in recognition that park access during the ongoing COVID – 19 pandemic offers important health and wellness opportunities for our community members and increases the usage of Emerson Park; and

Whereas, the Parks Commission recognizes that staffing the entrance and information booth of Emerson Park provides important public safety and park information functions for park patrons; and

Whereas, the Parks Commission recommends the continuation of charging for boat launching fees to offset the staffing costs associated with the operations of the entrance and information booth at Emerson Park; now, therefore be it

Resolved, that the passenger car parking fees at Emerson Park will be suspended for 2021, and be it further

Resolved, that the County of Cayuga accepts the contribution of \$25,000 from the Fred L. Emerson Foundation toward the operation and maintenance of Emerson Park and thank the Foundation for their continued support and partnership to improve access and activity at Emerson Park; and be it further

Resolved, that the Cayuga County Treasurer is hereby authorized and directed to receive the funds into Account # A71100-42459, Miscellaneous Park Revenue.

**Public Works Committee**

**Ways & Means Committee**

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Tucker Whitman, Chair

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Tucker Whitman

Co. Atty: \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_ 5/25/21 PT purchase plow truck 5 21

**Authorizing the purchase of a pickup truck with plow for Parks and Buildings and grounds use (2/3 Required)**

By: Tucker Whitman, Chair, Public Works  
By: Keith Batman, Chair, Ways & Means Committee

**Whereas**, the Parks Department currently operates a 2001, Dodge 2500 with 67,000 miles; and

**Whereas**, the Motor Pool advised the Parks and Trails Department, as of last year, that the vehicle would not pass inspection for another year due to the overall condition of the truck; and

**Whereas**, a replacement truck will be needed for continued Parks Department and Buildings and Grounds maintenance; and

**Whereas**, the inspection was after the Department’s 2021 budget had been submitted; now therefore be it

**Resolved**, that the Treasurer is hereby authorized and directed to transfer funding for the purchase in an amount not to exceed \$44,000 from the unappropriated fund balance to Equipment Trackable Account A71102-52100; and be it further

**Resolved**, the Parks Maintenance Supervisor is authorized to purchase a pickup truck with plow per County Purchasing Policy for an amount not to exceed \$44,000 from Account A71102-52100; and be it further

**Resolved**, that upon the delivery of the new truck, the 2001 Dodge 2500 Truck VIN # 3B7KF26Z6IM562704 will be delivered to the Clerk of the Cayuga County Legislature for disposal.

**Public Works Committee**

**Ways & Means Committee**

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Tucker Whitman, Chair

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Keith Batman, Chair

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Tucker Whitman

Co. Atty: \_\_\_\_\_

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

5/25/21

HWY Fill Working Foreperson rev

**Authorization to fill Working Foreperson position in the Highway Department**

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

WHEREAS, there is a need to fill a Working Foreperson position in the Highway Department due to a resignation; and

WHEREAS, this position is responsible for oversight of subordinates, tracking material usage, and participating in the construction and maintenance of County roads; and

WHEREAS, the Working Foreperson, position control #2441 will be funded by abolishing a Highway Supervisor position control # 8074 that is funded in the 2021 budget; now therefore be it

RESOLVED, that the Highway Superintendent is hereby authorized to fill the Working Foreperson position; position control # 2114 and any backfills, in accordance with the Civil Service Rules and Regulations and the Policies of the County of Cayuga.

**Public Works Committee**

**Ways & Means Committee**

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Tucker Whitman, Chair

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Ben Vitale

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Tucker Whitman

Co. Atty: \_\_\_\_\_

## 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 | 4/29/2021 |
|------|-----------|

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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) | Working Foreperson |
|---|--------------------|

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|                         |      |
|-------------------------|------|
| Position Control Number | 2441 |
|-------------------------|------|

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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? | Yes |
|---|-----|

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|   |       |
|---|-------|
| Position Control Number of Position Being Abolished | 08074 |
|---|-------|

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|   |                    |
|---|--------------------|
| Civil Service Title of Position Being Abolished | Highway Supervisor |
|---|--------------------|

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|  |         |
|--|---------|
| Comp Plan Abolished Position Was Included In | Part IV |
|--|---------|

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|                                     |   |
|-------------------------------------|---|
| Part IV Grade of Abolished Position | 6 |
|-------------------------------------|---|

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|  |   |
|--|---|
| Minimum/Probationary Salary for Abolished or Vacated Position  | 50,313  |
| Maximum Salary for Abolished or Vacated Position   | 51,931  |
| Is the abolished position currently filled?  | No  |
| When was the position vacated?   | 5/12/21   |
| What was the salary at the time of separation for, the last person appointed to, the abolished position? | 51,931  |
| Is the salary of requested position in the current comp plan?  | Yes   |
| Comp Plan Requested IS IN  | CSEA  |
| CSEA Grade   | 17  |
| Probationary Salary Amount   | 24.15   |
| Step 4 Amount (CSEA)   | 27.04   |
| Starting Salary for Position Requested   | 24.15   |
| Justification for Salary Requested   | Salary is funded by abolished Highway Supervisor 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 oversight of a crew and when needed can operate 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 fiscal impact as the is funded by an abolished position that has been funded the entire budget year. |
| Department Head   | Brian Soper   |
| Date  | 4/29/2021   |
| 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 on Behalf of Department or Agency Head   | Junior Accountant   |
| (Section Break)   |   |

Lhlippoldt 4/30/21 approved

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

5/25/21

HWY Fill MEO Medium 2444

**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 #2444 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 # 2444 and any backfills, in accordance with the Civil Service Rules and Regulations and the Policies of the County of Cayuga.

**Public Works Committee**

**Ways & Means Committee**

\_\_\_\_\_  
Tucker Whitman, Chair

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Keith Batman, Chair

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Andy Dennison

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Elane Daly

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Tricia Kerr

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Ryan Foley

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Hans Pecher

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Chris Petrus

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Paul Pinckney

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Paul Pinckney

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Mark Strong

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Ben Vitale

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Ben Vitale

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Tucker Whitman

Co. Atty: \_\_\_\_\_



## Authorization to Create/Fill

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

|   |  |
|---|--|
| Date  | 5/5/2021   |
| Authorization To:   | Fill Only  |
| <b>** New Position Duties Statement (NPDS) - Short Form<br/>REQUIRED IF the title exists within the department</b>        |  |
| <b>** New Position Duties Statement (NPDS) - Long Form<br/>REQUIRED IF the title does NOT exist within the department</b> |  |
| Do you anticipate this request to result in fill-behinds?   | Yes  |
| Cayuga County Department  | Highway  |
| Job Title Being Requested (Exact Civil Service Title)   | Motor Equipment Operator (Medium)  |
| Position Control Number   | 2444   |
| Position Status   | Permanent  |
| Position Designation  | Full-Time  |
| Budget Account Number   | D51101   |
| 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  | 5/5/2021  |
| 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 on Behalf of Department or Agency Head   | Junior Accountant   |
| (Section Break)   |   |

LHLippoldt Approved 5/5/21

RESOLUTION NO. \_\_\_\_\_ 5/25/21 HWY 2021 Pave list #3 rev2

**Authorization to accept additional NYS DOT funds & authorize 2021 paving and chipping list #3**

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

WHEREAS, the County is responsible for the maintenance of 513 miles of road; and

WHEREAS, funds were budgeted in the 2021 highway budget in account D51134 54099– Paving for paving and D51104 54095- Surface Treatment for preservation of pavements; and

WHEREAS, resolution # 92-21 authorized approximately 29.37 miles of road to be paved, resolution #95-21 authorized approximately 46.85 miles of road to be chipped and resolution# 133-21 authorized approximately 13.16 miles of road to be paved; and

WHEREAS, the Highway Department has received additional funding if the amount of \$2,120,694; and

WHEREAS approximately 29.94 additional miles has been selected based on deteriorated road conditions and increase funding to improve overall pavement condition of the county road network; now therefore be it

RESOLVED, that the Highway Department is authorized to accept the additional NYS DOT funds in the amount of \$2,120,694; and be it further

RESOLVED, that the 29.94 miles of various roads to be paved or recycled in the 2021 summer construction season is hereby approved; and be it further

RESOLVED the following transfer of funds be made to support the additional road work

|   |                       |
|---|-----------------------|
| Increase D50100 43505 CHIPS             | Revenue: \$ 263,761   |
| Increase D50100 43506 State Aid         | Revenue: \$ 1,195,932 |
| Increase DM51300 43505 CHIPS            | Revenue: \$ 661,000   |
| Increase D51134 54099 Paving            | Expense: \$ 1,000,000 |
| Increase D51104 54089 Pipe              | Expense: \$ 24,693    |
| Increase D51104 54095 Surface Treatment | Expense: \$ 185,000   |
| Increase D51104 54102 Stone             | Expense: \$ 250,000   |
| Increase DM51302 52002 Trucks           | Expense: \$ 661,000   |

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; and be it further

RESOLVED, the Cayuga County Highway Superintendent is authorized to make adjustments to the list to meet changing conditions and changes in the cost of materials.

## 2021 Proposed Paving And Chipping List #3

| Road Name               | Miles        | Start                   | End            | Type of Work              | Costs              |
|-------------------------|--------------|-------------------------|----------------|---------------------------|--------------------|
| Aurelius/Springport T/L | 4            | Cross Rd.               | Oak Wood Rd.   | Nova Chip                 | \$161,000          |
| Great Gully             | 4            | ST RTE. 90              | St Rte. 34b    | T/L Type 6 Top 1 ½"       | \$230,000          |
| Benham Rd.              | 1            | Aurelius/Springport T/L | Chamberlin Rd. | Mill, Nova Chip           | \$119,000          |
| Stewart Corners Rd.     | 5.3          | Long Hill Rd.           | ST RTE. 90     | T/L Type 3 binder         | \$514,000          |
| Sherwood Rd.            | 1.75         | Mathers Rd.             | Wycoff Rd.     | T/L Type 6 Top 11/2"      | \$170,000          |
| Sherwood Rd.            | .85          | Mathers Rd.             | ST RTE. 38     | T/L Type 6 Top 11/2"      | \$80,000           |
| Fleming Scipo T/L       | 2.3          | ST RTE. 34              | Wycoff Rd.     | 3/8" Chip Seal            | \$33,000           |
| Lake Rd.                | 3.06         | ST RTE. 90              | County Line    | 3/8" Chip Seal            | \$33,000           |
| North Rd.               | 3.34         | Baptist Corners Rd.     | ST RTE. 38a    | 3/8" Chip Seal            | \$52,000           |
| Bird Cemetery Rd.       | 2.6          | ST RTE. 90              | County Line    | 1 <sup>st</sup> Chip Seal | \$47,000           |
| West Groton Rd.         | 1.74         | Creek Rd.               | County Line    | 1 <sup>st</sup> Chip Seal | \$20,000           |
|                         |              |                         |                |                           |                    |
| <b>Totals:</b>          | <b>29.94</b> |                         |                |                           | <b>\$1,459,000</b> |

### Public Works Committee

\_\_\_\_\_  
Tucker Whitman, Chair

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Andy Dennison

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Tricia Kerr

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Hans Pecher

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Paul Pinckney

\_\_\_\_\_  
Mark Strong

\_\_\_\_\_  
Ben Vitale

Co. Atty: \_\_\_\_\_

### Ways & Means Committee

\_\_\_\_\_  
Keith Batman, Chair

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Elane Daly

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Ryan Foley

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Chris Petrus

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Paul Pinckney

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Ben Vitale

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Tucker Whitman

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

5/25/21

HWY purch. equip.#2

**Authorization for the Highway Department to purchase Highway equipment**

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

WHEREAS, in the 2021 Highway Department budget funds were budgeted \$610,000 in account DM51302 52002 for the purchase equipment in need of replacing due to age and usage; and

WHEREAS, resolution # \_\_\_\_\_ authorized the acceptance of SFY 2021-21 increased funds in the amount of \$2,120,693 and was allocated for the purchase of equipment in the amount of \$661,000; and

WHEREAS, the County wishes to purchase two (2) 2021 International HV513 SFA 6x4 truck with Viking plow packages and sanders per Onondaga County Contract # 8996 in the amount not to exceed \$420,000; and

WHEREAS, the County wishes to purchase a Trout River Trailer in the amount not to exceed \$95,000; and

WHEREAS, the County wishes to purchase a Cat 309 Excavator in the amount not to exceed \$146,000; 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 is hereby authorized and directed to make the journal and accounting entries necessary to carry out the intent of this resolution.

**Public Works Committee**

**Ways & Means Committee**

\_\_\_\_\_  
Tucker Whitman, Chair

\_\_\_\_\_  
Christopher Petrus, Chair

\_\_\_\_\_  
Andy Dennison

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Keith Batman

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Ryan Foley

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Elane Daly

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Timothy Lattimore

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Andy Dennison

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Hans Pecher

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Ryan Foley

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Paul Pinckney

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Benjamin Vitale

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Benjamin Vitale

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Tucker Whitman

Co. Atty: \_\_\_\_\_