



MINUTES
PUBLIC WORKS COMMITTEE
Tuesday, July 14, 2020 at 5:30PM
Live Stream Link: https://youtu.be/tYw_7bISa-8

CALL TO ORDER: By Hon. Tucker Whitman called the meeting to order at 5:32 pm

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

OTHERS: Chair Aileen McNabb-Coleman, Legislators Elane Daly, Heidi Nightengale, Keith Batman, Charlie Ripley, Tricia Kerr, County Attorney Chris Palermo, Assistant County Attorney Brittany Massi, Buildings and Grounds Superintendent Gary Duckett, Parks Supervisor Doug DelloStritto, Budget Director Lynn Marinelli, Water and Sewer Director Jeanine Wilson, Human Resources Administrator Lisa Lippoldt, and Confidential Secretary to the County Attorney Lacey Bailey.

MINUTES TO APPROVE: June 9, 2020 - Motion by Foley, 2nd by Pecher, all in favor.

APPOINTMENTS:

Water and Sewer Authority

(CHOOSE ONE)

Andrew Rindfleisch, 1239 Great Gully Rd., Union Springs, NY 13160, Term – 1/1/20 to 12/31/22.

Michael Chapman, 11290 Myers Rd., Cato, NY 13033, Term – 1/1/20 to 12/31/22

Discussion: Foley asked how these names were brought forward. Response: Water & Sewer traditionally makes a recommendation. There are 9 members on a 3 year rotation. Currently one vacancy due to recent death of member who was just reappointed at the beginning of the year.

Motion by Foley to approve Andrew Rindfleisch appointment, 2nd by Lattimore, all in favor except Pecher and Pinckney.

DEPARTMENT UPDATES FOR COMMITTEE:

• **Jeanine Wilson (CCWSA) –**

WATER/SEWER UPDATES:

- Monthly and quarterly water quality testing and sampling throughout districts continues as mandated. Springport TMHA's and HAAA5 levels are high and another communication with customers is mandated. Several communities purchasing water from Owasco Lake are experiencing similar issues.
- Additional industry webinars are being conducted to assist in the ever changing industry standards.
- Route 34/Montross Rd (Vitale) waterline – completed and in-service – Minimal water use currently due to Covid-19 slowing activity at the businesses on that line.
- Union Springs - Our crew is scheduling the continuing rehab - spreading topsoil and grass seed where appropriate and completing the pavement process where necessary. All hydrants are in service.
- Continuing water and sewer supervisory duties in Town of Springport. Gorwydd Lane –availability for utilities is still under consideration. A local property owner and the developer are working with the CCWSA and Town of Springport to meet the specifications set by the town for development. A final plan was submitted and approved by the Department of Health for water infrastructure. Low pressure sewer preventative maintenance continues.
- Town of Montezuma- Master meter is not working properly – the Montezuma water operator is working to recalibrate the current meter. Adjustment for billing based on previous usage is required.
- Engineer's Map, Plan and Report draft complete for requested water district in town of Throop – Centerport and Sine Road. Property owners desire to discontinue use of their private wells.

County Sewer District 2

- We will continue the policy of requesting customers to mail in payments to avoid personal contact.
- "NYS DigSafely" requests are being logged, alarms for malfunctioning grinder pumps checked and main pump stations are monitored daily.
- The grinder pump repair station in the garage on State Street is being utilized. A "low pressure" smoke testing unit has been purchased and will be used on our system. This equipment shall be available to assist other communities experiencing issues for preventative maintenance. We also have a gravity smoke testing unit that has proven to be successful in our investigations of infiltration into the systems.

Master Regional Plan and Report

- CCWSA Engineer working toward completion of Honoco Road reports – water and sewer as approved by our BOD. This is part of the Master Plan and will be necessary to complete the resources necessary to provide expert information to the Master Plan – Map, Plan and Report.
- Northern Border Commission – project applications were submitted for two projects, also portions of the overall Master Plan, consistent to provide appropriate, updated connections to various communities –
 - Water supply connection at West Genesee St to Experimental Rd
 - Water supply connection at North St to Potter Road, and to Turnpike Rd.
- Request for financial assistance from Cayuga County Legislature (March 2020) to complete a necessary Map, Plan and Report for the Regional Master Plan. Communication with Attorney Palermo to draft a resolution for review by committee and full legislature. This report is necessary to complete the application for water intake to Cayuga Lake as a second source of water to Cayuga County. The report is also necessary to move forward to request funds for the implementation of the plan. The proposal for services has been submitted. Various services will be necessary from CCWSA engineers, financial advisor and bonding attorney, and administration.

Miscellaneous:

- Communication with County regarding current COVID-19 closures and information is ongoing. Water and Sewer operations are considered “essential”. Therefore we continue to monitor our systems daily. Contact with the public is kept at a minimum. Operations at full staff. All doors of the building in which we lease our offices will continue to be locked until further notice. Small meetings (10 and under) will be acceptable if follow guidelines i.e.: social distancing, masks when unable to stay at least 6’, sanitary conditions kept before, during and after meetings.

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

In May we purchased 12 Gas samples.

3 from A-Plus on E Genesee St.

1 from Fine Food and Gas on Owasco St.

1 from B.J.’s on Grant Ave.

2 from Van Norstrands in Cato,

4 from Ed and Jeans in Port Byron,

1 from Cayuga County Highway Dept.

All 12 passed.

The FastTrack in Weedsport had all the gas pumps replaced, and the 4 diesel pumps adjusted. We tested all 21 pumps and they all passed. The 8 credit card readers all looked OK. These pumps have additional security, if someone attempts to put a skimming device inside the pumps, when they open the door the pump will shut down till it is reset from inside the building.

I had a complaint about a pump at the Pit Stop in Port Byron. A person filled a 5 gal. And a 2 gal. can, and it came to 9 gal. not 7 gal. When I tested the pump it actually passed and was slightly to the customers favor. Most gas cans are made for gallons and liters. 5 liters is more than 5 gal. So a 5 gal. can will actually hold more to allow to be used for liters also. This may have been the problem.

I tested all the pumps. There were 3 grades 87/89/90 but now there are 4 grades 87/88/89/90 with the new chip readers. All 14 pumps passed and the 6 card readers looked OK.

We tested the 16 pumps at TOP’s as pumps 1 and 2 were recalibrated. All the pumps passed and the 8 credit card readers looked OK.

We tested the livestock scale at Double K Livestock sales in Sennett. The scale failed + 5 lbs. @ 500 lbs. Rochester Scale was contacted and the scale was adjusted and now passes +0 lbs. @ 2,500 lbs.

Weedsport Supermarket got a new scale in the deli department. It was tested, passed and sealed, ready to use.

Ed & jeans in Port Byron has a new LP scale to refill LP tanks. It has been tested and passed OK.

Berry Harvest Farm in Cato will not be using their scale for strawberries due to the COVID virus.

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

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

1. In these difficult times I have removed my thoughts on the County Office Building.
2. Buildings and Grounds has continued to support the COVID-19 efforts as follows:
 - Emerson Park continues to receive emergency supplies for EMO.
 - Enhanced cleaning in all County Buildings is continuing.
 - In an effort to reduce exposure we continue to keep the three crews; downtown, PSB and Parks separate as much as possible.

- Overseeing a major sewer repair/replacement serving the Courthouse and Old Jail. Jon Borsa is assisting.

DOWNTOWN: Crew Ed Eberhardt, Paul France, and Jeff King:

1. In addition to routine maintenance and the day to day efforts to keep the lawn maintenance under control and repair the grounds Ed and his team responded to over 104 maintenance requests in June.
2. Oversaw and assisted with a major sewer repair/replacement serving the Courthouse and Old Jail. Jon Borsa from the park worked with the vendor on the plumbing.
3. Diamond Roofing is repairing the bricks in one area in front of the HPO. Bricks are on order.
4. The replacement of one rooftop on the Hardenberg Building authorized by Resolution 83-20, PO526 was completed in June.
5. The replacement of one rooftop on the Historic Post Office Building authorized by Resolution 84-20, PO527 was completed in June.
6. Ed and his crew has been working with various departments and purchasing on making modifications for startup.
7. Crew member Al Raymond will be returning from furlough for July to assist with reopening the buildings.

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 to keep the snow and ice under control Mitch and his team responded to over 146 maintenance requests.
2. Mitch has been working with purchasing on ITB 2020-11 to replace the generator at the PSB. Bids are to be opened 7/2/2020.
3. Mitch and his team worked with the vendor to replace the failed Liebert unit serving the Server room at the PSB approved by Resolution 193-20.
4. Gary is working with the County Attorney and Doug Kierst on a proposal for the power at the facility.

Nursing Home Update: The County approved the sale of the facility to the Hospital.

Doug Dello Stritto – Electronically

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

SUBMITTED BY DOUG DELLO STRITTO:

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

Emerson Park:

1. We are down from 4 highway staff assisting with mowing to 2 highway staff. We appreciate the help.
2. Usage at all county parks has increased dramatically; this means increased trash left on the grounds. Theft of flowers has also been an ongoing issue.
3. Seasonal cleaning staff (3), security (6) and 1 seasonal maintenance crew leader will start this week.
4. Restrooms will open starting 7/3. Extensive cleaning and sanitizing of the restrooms is scheduled.
5. Private gatherings of up to 50 people will be taking place in the open shelters in the park.
6. We are not currently charging for parking.
7. VIP structures is planning a June mobilization for the Pavilion Porch repair if allowed by the state.
8. Main sewer pit repair in Emerson Park is awaiting contract approval and execution.
9. Deauville Island construction has been delayed due delays caused by the pandemic. The contractor plans to complete the paving, grading and planting to close the project in late August.

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

- A. The Museum is currently closed with maintenance continuing.
 - B. Opening plans, signage and staffing are prepared for reopening.
- Museum reopened on June 26 and is following all proper procedures and protocols.

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

1. Traffic survey data has been received (6/15-6/23)
 - a. Weekday average: 180 cars per day
 - b. Weekend days: 300 cars per day
2. REDI Grants, CFA Design Grant: In conjunction with the Planning Department and Beardsley Design Associates, design on the new facility, parking area and trail improvements are underway. Weekly progress meetings with NYS funding agencies are ongoing.

Trail Update:

1. We are continuing to support the snowmobile and ATV clubs with materials for trail maintenance projects tentatively scheduled for summer.
2. The Highway Department has replaced 2 failing culverts on the Hojack Trail as well as completed ditching to address drainage issues.

Owasco Flats:

Parks staff (including our staff on loan from the Highway Department) has completed some repairs to the boardwalk at the Owasco Flats as well as some additional trail maintenance in the boardwalk area. Extensive trash removal was also required. We have received several requests from the OFNR group that we are unable to fulfill at this time.

Any Questions?

Mr. Lattimore asked about not having work done at the park before the season and if the contractor was allowed to push it back. Mr. Dello-Stritto, initially due to site conditions at the park they were planning to push off until June then they were behind held up because of COVID and completing other projects prior to working at the park. We moved all events off calendar so saw no issue with that and they have been doing additional grounds work at no extra cost to the county due to the delays.

Mr. Lattimore, regarding the Courthouse, we hitchhiked off the contractor that city uses? Mr. Dello-Stritto, Yes.

- **Gary Duckett (Highway) – Electronically**

HIGHWAY ADMINISTRATION: Temporary Superintendent Gary Duckett, Kala Mayberry, Michelle Miller and Rich Wheeling:

1. At the request of Public Works last month Highway Administration, working with the Highway Supervisors, created a prioritized list of roads needing paving and surface treatment. That list was submitted in support of a resolution for July to authorize the work. We are continuing to work on the final processes and cost for the various roads.
2. We are working on getting the roads done authorized by Resolution 218-20. Please note the status of the following Roads:
 - Cutler School Road and Atwood Road are scheduled for Oil and Chipping was completed Monday, 6/29/20.
 - Sherwood Road is scheduled for patching and paving the week of 7/13/20. *UPDATE, this is underway currently and should be completed Monday.*
 - Old State 104 will be paved after Sherwood Road.
 - North Road – It has been decided to use “cold in-place recycling” on North Road rather than using hot mix. Using this process will reduce the cost of this road by over \$1,000,000 allowing those funds to be used for other roads mentioned in the resolution below.
 - Note: in all cases above Highway will do as much of the work as possible to reduce the cost. We will also ask for assistance from the nearby towns. As an example we do not have enough trucks or staff to support the paving of Sherwood Road but the local towns provided 5 additional trucks with drivers.
3. All areas of highway have been affected by the furloughs.
4. Highway had provided 4 people to help at Emerson Park. That number dropped to 3 with the furlough and was reduced to 2 with the dry weather. One person is mowing roadsides in the area served by the Venice Highway Barn.
5. Temporary Superintendent Gary Duckett thanks everyone in the Highway Department for their help during this period.
6. Road maintenance costs starting with least expensive: Crack Sealing, Oil and Chipping, Cold in-place Recycling, Cold Mix Paving and finally Hot Mix Paving.
7. Facts: 508 Miles of County Roads, Resolution 218-20 approves work on 14.56 miles of roads, proposed resolution would allow work on an additions 70.56 miles of roads for a total of 85.12 miles. This includes crack sealing 14.79 miles of roads. This is the least expensive method of surface treatment and can be effective if done before the road deteriorates too much. As we all know the City of Auburn uses this process extensively. Not sure why the County has not used it.
Please note we are planning to accomplish this schedule using approximately AT MOST \$831,066 from the Highway Repair Reserve A18600. This will leave AT LEAST \$3,257,645 in the reserve account for next year’s budget. (See attached spreadsheet).
8. May want to consider General Foreman in support of the Highway Department going forward. I will make a recommendation for the organizational chart for the department at the end of my service as Highway Superintendent.
9. I have made some minor changes to improve communication including the following: cell phones with email for key employees, internet access and a computer for the Ira Barn and a cell phone with hotspot for the Venice Barn.

10. NYSDOT sent letter asking if we want to continue to plow state roads. Contract expires at the end of the 2020-2021 season. Our current agreement with the state allows for \$3,042.32/mile. Our payment is based on time and material so it can be more or less than that. Please keep in mind the following:
 - A. Getting credit for time and material work is only as good as the record keeping. (I believe our record keeping is accurate at this time.)
 - B. We pay the Towns and Villages from a low of \$3,990/mile to a high of \$5,735 per mile and that goes up every year.
 - C. Your thoughts on this?

Chairwoman McNabb-Coleman said she has a meeting set up with NYS DOT in a couple of weeks to discuss this.

HIGHWAY GARAGE: Garage Manager Bill Bennett

1. In addition to working on equipment Garage Manager Bill Bennett provide The Highway Superintendent with a list of the most urgently needed equipment. That list is included in the resolution below.
2. Went to Venice to get our pug mill up and running.
3. Worked with IT to get our internet, phones and computers back up following a lightning strike.
4. Respond to equipment breakdowns throughout the county.

HIGHWAY AUBURN BARN: SUPERVISOR ANDY BURKE:

1. Handle 911 calls and taxpayer concerns/complaints.
2. Ongoing work completed: Cross culverts, ditching, tree work, patching, mowing, sign work, moving equipment, etc.
3. Projects completed included supporting the Oil and Chip operation on Cutler School Road and Atwood Road. Supplied trucks, flaggers, broom, roller and loader.
4. Projects for next month: Planning to support paving operations for Sherwood road, North Road and Old State 104.
5. Prepping roads for proposed resolution below.

HIGHWAY VENICE (SOUTH BARN): SUPERVISOR JIM AXTON:

1. Handle 911 calls and taxpayer concerns/complaints.
2. Ongoing work completed: Cross culverts, ditching, patching and mowing.
3. Projects completed included supporting the Oil and Chip operation on Cutler School Road and Atwood Road. Supplied trucks, flaggers, broom, roller and loader.
6. Projects for next month: Planning to support paving operations for Sherwood road, North Road and Old State 104.
7. Prepping roads for proposed resolution below.

HIGHWAY IRA (NORTH BARN): NO SUPERVISOR, FILLING IN STUFFY HOUSE:

1. Handle 911 calls and taxpayer concerns/complaints.
2. Ongoing work completed: Ditching, mowing, hauling stone, assisted parks with some trail improvements.
3. Projects completed included supporting the Oil and Chip operation on Cutler School Road and Atwood Road. Supplied trucks, flaggers, broom, roller and loader.
8. Projects for next month: Planning to support paving operations for Sherwood road, North Road and Old State 104. Prepping roads for proposed resolution below.

HIGHWAY MOTORPOOL: George Scott and Dave Wilzec

1. We need to consider that both people working in Motorpool are in a position to retire in the next couple years.

ANY QUESTIONS?

Mr. Lattimore, mentioned that he got good reports about Gary's work at the Highway.

Mr. Whitman noted that the Ira Station and ShortCut Road intersection in Sterling had a bid put out for work but the milling portion got left out and the milling needs to be done with the road work. Mr. Duckett said that that is already figured into the project.

Mr. Lattimore, with furloughed employees coming back to work, are you all set with COVID requirements for our buildings?

Mr. Duckett, for Buildings they are just getting guidance right now as far as opening the buildings and they will be following all the protocols that have been recommended by the safety committee. Aileen McNabb-Coleman and Lisa Lippoldt have been working on it for a few weeks and they have a final draft now so he will be working on implementing those policies and procedures.

RESOLUTIONS:

BUILDINGS AND PARKS:

- 7-20-PW-1 Waiving fees for Emerson Park. **Motion by Foley, 2nd by Pinckney, all in favor except Lattimore.**
- 7-20-PW-2 Authorizing the Chairman of the Cayuga County Legislature to sign a one year extension to the agreement with GDI for the cleaning of two county buildings the Hardenberg Building and the Old Jail. **Motion by Pecher, 2nd by Lattimore, all in favor.**
Discussion: Mr. Foley, does this go out to bid? Is there an evaluation? Mr. Whitman, if it is a one year extension I don't believe we are going out to bid. Mr. Foley, how many times do we extend that? Mr. Whitman, I am not sure. Gary, do you know? Is there a limit? Mr. Duckett, Yes. 2 one year extensions so we can do this year and then next year and then it requires going out to bid.
- 7-20-PW-3 Authorizing the Chairman of the Cayuga County Legislature to sign a one year extension to the agreement with American Commercial Cleaning for the cleaning of two county buildings the Cayuga County Office Building and the Mental Health Building. **Motion by Foley, 2nd Pecher, all in favor.**

HIGHWAY:

- 7-20-PW-4 Authorization for the Highway to purchase highway equipment. **Motion by Pecher, 2nd Pinckney, all in favor.**
- 7-20-PW-5 Authorization to approve work on county highways in addition to those approved per Resolution 218-20.

Budget Director Lynn Marinelli made a presentation regarding additional funding from CHIPS and Pave NY that the County received for winter recovery and we also have some roll over funds from last year. Total funding can be amended to add \$795,000 and spending \$4.3 million without using any of the highway reserve. If the state does end up cutting 20% at some point, she anticipates other funding would be cut before this one and even if it is, there will be a lot of savings in salaries due to county furloughs and vacancies in the department. Don't want to have to increase property taxes in 2021.

Mr. Lattimore expressed concern about paving vs surface treatment to conserve money due to possible NYS budget cuts. Response was that 51 +/- miles of surface treatment and approximately 14 miles of paving. It was noted that Mr. Duckett would be best person to discuss those concerns with. Mr. Whitman referred back to Ms. Marinelli's presentation about balancing the budget with her proposed funding amendments. Mr. Pinckney noted the desire to do the projects right and leave it up to the experts to make the determinations about what is best. Mr. Pecher and Mr. Ripley agree we need to have the roads fixed properly. Ms. Kerr is comfortable with the recommendations but wants to see a 5-10 year plan once the new person comes on board at Highway. Mr. Whitman suggest putting a resolution together to present to Ways & Means. Attorney Palermo stated that there are 2 parts to this resolution, repairs and funding. Changes can be made at Ways & Means. No need to have a public hearing prior to adopting funds so if the full amount was voted on and we were short, we can still appropriate out of reserves at a later date as it is really just a budget transfer.

Discussion: Mr. Foley clarified committee's intent to move forward with amended resolution incorporating Ms. Marinelli's budget changes. Pinckney if all work is completed and we have some time left will we use some reserve to fix additional roads? Ms. Marinelli is opposed to spending any of reserve due to concern for next year's budget. Additional paving can always be done next year. She reminds the committee that we should conserve some for emergency such as roads washing out again. Ripley sympathizes with Ms. Marinelli and reiterates Highway Department knows what they are doing. Mr. Foley, we can increase budget at a later date with authorization. Mr. Lattimore, reiterated that he would like to see less paving and more chipping to cover more roads.

Motion by Foley to amend with Lynn's recommended budget changes, 2nd Pecher, all in favor except Lattimore.

Motion by Foley on resolution as amended, 2nd Pecher, all in favor except Lattimore.

WATER & SEWER:

- 7-20-PW-6 Authorizing the appropriation of \$82,000.00 from the Economic Development Reserve to the Cayuga County Water and Sewer Authority for the purposes of creating a central water district (2/3 Required) **Motion by Foley to amend dollar amount to \$82,000, 2nd by Lattimore, all in favor except Pecher and Pinckney.**

Discussion: Mr. Pecher stated his concern that we were just talking about saving money and now we are spending it. He feels we should not do it at this time. Mr. Lattimore said that for economic reasons it is a necessary thing because we need clean water if we want to grow our tax base.

Motion to go into Executive Session at 6:35PM by Foley, 2nd by Pinckney, all in favor.

Motion by Lattimore to come out of executive session at 7:05PM, 2nd by Pinckney, all in favor.

Motion by Pinckney to adjourn at 7:06, 2nd by Lattimore, all in favor.