



MINUTES
PUBLIC WORKS COMMITTEE
Tuesday, August 11, 2020 at 5:30PM
Live Stream Link: <https://youtu.be/FyizSdFythc>

CALL TO ORDER: By Hon. Tucker Whitman – 5:36 p.m.

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

EXCUSED: n/a

OTHERS: Aileen McNabb-Coleman (electronically); Chris Petrus; Keith Batman; Charlie Ripley; Elane Daly (electronically); Tricia Kerr (electronically); Chris Palermo; Brittany Massi; Lacey Bailey; Kayla Mayberry; Gary Duckett; Lisa Lippoldt; Doug Dello-Stritto (electronically) and Janine Wilson (electronically)

MINUTES TO APPROVE: July 14, 2020 – Motion made by Mr. Foley and 2nd by Mr. Whitman

APPOINTMENTS: None

DISCUSSION: re State/County snow plowing contract. Kayla Mayberry appeared on behalf of the Highway Department at the request of the committee to answer questions.

Aileen met with the State a couple of week ago and let them know that the committee would make a decision and would be discussing this matter.

2nd year of a 3 year contract with NYS to plow 170 lane miles. Time and materials contract for \$517,194.40. 67% is paid upfront and guaranteed. Once that amount is met in time and materials, then they pay us at whatever voucher we submit monthly. Time & materials are: salt, employee time, plus fringe and a 3% (?) overhead.

The question is whether or not we want to renew next year. Deadline for decision is end of September/beginning of October. Trish Kerr will be heading up a work group to look at this more closely and do an assessment before a final decision is made.

DEPARTMENT UPDATES FOR COMMITTEE:

- **Jeanine Wilson (CCWSA) – electronic WATER/SEWER UPDATES:**

- Monthly and quarterly water quality testing and sampling throughout districts continues as mandated.
- Additional industry webinars are being conducted to assist in the ever changing industry standards.
- Union Springs – Completion of the pavement rehab process. All hydrants are in service. Recommended at least annual hydrant testing throughout the village to be sure all continue to be in working order.
- Continuing water and sewer supervisory duties in Town of Springport. Reviewing water consumption and budgetary items. Low pressure sewer preventative maintenance continues. Seasonal properties have been active throughout the summer.
- Town of Montezuma- Montezuma water tech recalibrating the current meter.
- CCWSA engineers drafted a Map, Plan and Report document for a water district in town of Throop – Centerport and Sine Road. Property owners desire to discontinue use of their private wells. Funding agencies are supportive, grant funds minimal at this time due to funding cycle ending. New rates and funding programs should be announced within next few weeks.
- Preventative maintenance and testing at hydrants ongoing.

County Sewer District 2

- CCWSA will continue the policy of requesting customers to mail in payments to avoid personal contact.
- Updated agreement with local service representative for continued efficient, reliable services within the district.
- “NYS DigSafely” requests are being logged, alarms for malfunctioning grinder pumps checked and main pump stations are monitored daily.
- PS#2, pump 2, repaired and flow is renewed at standard.

- Demonstration of a pump station “wet well” “Wizard” flow agitator began for the month. The intention is to determine if certain chemical balances sent to the treatment plant can be maintained without added chemicals.
- 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 is finishing the 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.

Miscellaneous:

- **THANK YOU** to the Cayuga County Legislature (July 2020) for approving the fund necessary to complete a necessary Map, Plan and Report for the Regional Master Plan. Additional informational meetings have occurred and are in the planning process to provide updates to municipal and regional representative. Representatives at the regional level have been notified that the project is continuing with financial assistance from Cayuga County.
- Communication with County regarding current COVID-19 closures and information is ongoing. Water and Sewer operations are considered “essential”, continuing to monitor our systems daily. Contact with the public is kept at a minimum. All doors of the building in which we lease our offices will continue to be locked until further notice. Small meetings 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.

DISCUSSION: Noted that the most important item is that they released the engineer to begin working on the Master Plan based on the resolution for funding.

QUESTIONS: Mr. Lattimore asked about dual water systems and noted concerns about algae blooms affecting the water system and water quality. Response: They have started communications with the New York State Parks Commission for the location they are looking at and it is very short footage to get over 100’ depth to be below algae blooms and should be a reachable achievement. A new treatment plant would have the equipment and technology to handle issue with algae blooms. Mr. Foley requested date for completion of study. Response: Anticipated for mid-fall, at an approximate 3 month turnaround, reduced from the original 6. Mr. Pinckney noted that a Master Plan was done in conjunction with the GE contamination regarding a \$41 million loop system project in Aurora. Has any of those documents been reviewed? Response. They did review all and have looked into options relating to those going into the first phase of the Master Plan. Many plans have been looked at over the years and not followed through with. Costs are going up every day and water quality is at stake. The goal is to move forward.

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

In July we purchased 12 Gas samples.

4 Gas & 1 Diesel from Speedway on Clark St.

3 Gas from T.O.P.s

3 Gas from Kwik Fill – W. Genesee St.

1 Gas from Cayuga County Highway Department

All 12 passed.

Phelps Sungas was not open for a Diesel sample due to COVID-19

We Tested 7 Truck Scales.

Dumond South Truck Scale was -60 lbs. @ 27,000 lbs. It was adjusted and passed -40 lbs. @ 74,620 lbs.

Dumond North Truck Scale was -60 lbs. @ 27,000 lbs. It was adjusted and passed -20 lbs. @ 74,640 lbs.

Dumond Promax (New) Truck Scale was calibrated and adjusted and passed +20 lbs. @ 74,640 lbs.

NUCOR Steel Inbound Truck Scale was tested and passed -60 lbs. @ 113,360 lbs.

NUCOR Steel Outbound Truck Scale was tested and passed -20 lbs. @ 113,340 lbs.

NUCOR Steel EUCLID Truck Scale was tested and passed +80 lbs. @ 54,400 lbs.

Cedar Creek Farm had a new board put in the Truck Scale indicator. It failed -60 lbs. @ 25,000 lbs.

It was adjusted and passed +0 lbs. @ 86,820 lbs.

Scipio Springs 8,000 gal milk tank failed @ 2,500 gal = 21,500 lbs. they would be overpaid 114 lbs. but are only allowed 86 lbs. This is not the normal pick up level. Due to the size of the tank it may take 7 to 8 hours to recalibrate the tank. Their

small 4,000 gal. second tank would not cover this period of time. They are looking into options like, renting a flash chiller and loading onto a truck, or pumping partial loads onto trucks and mixing with colder loads to get the temperature down to an acceptable temperature, or other.

Note: this tank is only 5 years old and had a seam weld repair on the front diameter.

We did test the Scipio Springs 4,000 gal tank and it failed slightly but we had enough time to recalibrate it. The new chart will give the farmer about \$3,270 a year more.

One of Eldred Brothers Farms 4,000 gal tanks failed slightly. We recalibrated it and the new chart will give the farmer about \$2,650 more per year. We moved a clamp and were able to calibrate the tank higher on the sight glass than previously.

The Pit Stop in Weedsport had all 10 of their gas pumps replaced and adjusted. They have all been tested and passed and sealed. The 10 credit card readers are OK, no skimmers.

Their air machine is out of order but a work order has been put in to have it repaired.

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

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.
 - The sewer repair/replacement serving the Courthouse and Old Jail is complete and functioning. Still need to finish the storm sewer and the cleanup. *UPDATE:* Storm sewer is done. Just need to finish cleanup and grass seed.

DOWNTOWN: Crew Ed Eberhardt, Al Raymond, 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 84 maintenance requests in June.
2. Diamond Roofing repaired the bricks in one area in front of the HPO.
3. Ed and his crew has been working with various departments and purchasing on making modifications for startup.

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 187 maintenance requests.
2. The results of ITB 2020-11 to replace the generator at the PSB were opened 7/2/2020. The low bid was \$337,196.64. Denise Spingler has Grants funds to cover \$175,000 of the cost. The remaining \$162,196.64 is to be taken from the Building Repair Reserve with your approval following a Public Hearing in August.
3. 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. Mitch is working to find a water leak in the building.

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. If the rain keeps falling we may need more 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. We have filled the few seasonal positions allowed by resolution.
4. We have been opening the main restroom at the park every day. If we have a rental on the island we open the island restroom as well.
5. Private gatherings of up to 50 people will be taking place in the open shelters in the park.
6. Parts are on order for the main sewer pit repair in Emerson Park.
7. 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):

1. The Museum is currently opened as follows: Monday thru Saturday 10-4, Sunday 11-4, Wednesdays in July and August 10:00-8:30.

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

1. Parks staff and Planning staff are meeting with NYS DOS & DASNY representatives weekly to report on progress. Planning for the CFA (design) and REDI projects (parking, site work, McIntyre Rd rehabilitation and new facility construction) at the Sterling Nature Center have been completed to 50% per REDI grant deadline of July 30.

Trail Update: Nothing new to report.

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.

QUESTIONS: Mr. Lattimore, When are contractors coming to complete the work at the Park? Mr. Dello-Stritto, starting next week. Actual start date is 8/15/2020. Approximately 3 weeks' worth of work to be done. Mr. Petrus asked if the bathrooms were open at Emerson Park. Mr. Dello-Stritto, yes. Little League has been using them.

• **Gary Duckett (Highway) –**

HIGHWAY ADMINISTRATION: Superintendent Vacant effective 7/29/20, Kala Mayberry, Michelle Miller and Rich Wheeling:

3. The Highway Department is grateful to the legislature for approving resolution 254-20 to allow the purchasing of replacement equipment and resolution 255-20 to allow for the paving and surface prep of more county roads.
4. Highway continued to work on the roads 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 patching and paving was completed 7/21/20. The original turnkey estimate for this project was \$1,041,415. The final cost is projected to be \$700,000 resulting in a savings of \$341,415. These savings were realized because our Highway Department was able to do the traffic control, supply water and to do almost all of the trucking with the help of the nearby towns and villages. The County did the stone access for the non-paved driveways and farmers' access points. We will be doing the shoulders as well. We would not have been able to achieve the savings without the help and support of the towns as they supplied 5 trucks and drivers for this project.
 - Old State 104 was paved July 27th and 28th. The turnkey estimate for this project was \$114,520. The final cost is projected to be \$100,430 resulting in a savings of \$14,090. These savings were realized because our Highway Department was able to do the traffic control and trucking.
 - North Road – It has been decided to use “cold in-place recycling” on North Road rather than using hot mix. Current plans are to start this road on August 12th.
 - This will complete the roads approved by Resolution 218-20.
5. Immediately following North Road project work will begin in two of the roads approved by Resolution 255-20:
 - Bird Cemetery Road.
 - West Groton Road.

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 and villages as needed.
6. 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. If the rain continues Gary may need to ask for more help to keep up with the mowing at Emerson Park.
7. Temporary Highway Superintendent Gary Duckett thanks everyone in the Highway Department for their help during this period.
8. Temporary Highway Superintendent Gary Duckett requested some minor changes to improve communication within the Highway Department including the following:
 - A cell phone with hotspot for the Supervisor of the Venice Garage. This would allow much better communication. They currently have a copier/fax machine but this change would allow them to have a computer and printer.
 - I requested internet access and a computer for the Ira Barn. A cell phone with hotspot would not work in this location because there is no cell coverage.
 - I will discuss in more detail the reasons for this request. They have been put on hold due to budget concerns but these modest changes are badly needed.
9. NYSDOT sent a letter asking if we want to continue to plow state roads. The current 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. At last month's meeting the Chair of the Legislature indicated state DOT was going to meet with her on this topic. Not sure what the outcome of that meeting was?
10. Administration will be using a spreadsheet to track taxpayer complaints/concerns on our roads. Some complaints are handled by Administration but most are referred to the Supervisor or working foreman of the garage that covers the road.

HIGHWAY GARAGE: GARAGE MANAGER BILL BENNETT

- 4. Now that the Equipment Resolution was passed Bill will be working with Kayla to specify the equipment needed and Kayla will work with Don Carr to get the items on order.
- 5. The garage has been busy keeping all of the equipment functioning in support of the paving and Oil and Chipping efforts.
- 6. They continue to 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 and other prep work on Powers Road, ditching, tree work, patching, mowing and sign work, etc.
- 3. As mentioned above the paving of Sherwood Road was completed in July. This project required nearly "all hands on deck" to handle the trucking, traffic control and water needs. The County did the stone access for the non-paved driveways and farmers' access points. We will be doing the shoulders as well. I want to thank Andy Burke for organizing this effort. Jim Axton was on vacation when Vitale gave us the schedule for the road so I asked Andy to organize this project.
- 4. Auburn provided support for the Old State Road paving project.
- 5. Projects for August: Planning and carrying out paving operations as follows:
 - Recycling: North Road establish a crew to support the "train" with trucking and traffic control. Tentative start 8/12/20 move to Bird Cemetery then West Groton.
 - Cold Paving: Glen Haven Road will be done setting up the pug mill at the Niles garage. Tentative Start after all train work is complete.
 - Cold Paving: Powers Road. May be able to use stone from Oakwood. Tentative start is after Glen Haven Road.
 - Hot Mix: Franklin Street will be planned after all cold paving is complete.
- 6. Support for paving projects in other areas.

HIGHWAY VENICE (SOUTH BARN): SUPERVISOR JIM AXTON:

- 1. Handle 911 calls and taxpayer concerns/complaints.
- 2. Ongoing work completed: patching, mowing and hauling stone.
- 3. As mentioned above the paving of Sherwood Road was completed in July. This project required nearly "all hands on deck" to handle the trucking, traffic control and water needs. The County did the stone access for the non-paved driveways and farmers' access points. County Highway will be doing the shoulders as well.
- 7. Projects August: The plan for Bird Cemetery Road and West Groton Road is for the same crew supporting the train for North Road to follow the train till these two roads are complete as well.
- 8. Support for paving projects in other areas and prepping roads for oil and chip.

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

- 1. Handle 911 calls and taxpayer concerns/complaints.
- 2. Ongoing work completed: Preparing Old State 104 for paving.
- 3. As mentioned above the paving of Sherwood Road was completed in July. This project required nearly "all hands on deck" to handle the trucking, traffic control and water needs. The County did the stone access for the non-paved driveways and farmers' access points. County Highway will be doing the shoulders as well.
- 4. Projects completed included paving of Old State 104.
- 5. Projects August: Planning and carrying out paving operations for Sterling Station Road. Will be setting up the pug mill at Hanson again, current plan is to start this on 8/10.
- 6. Support for paving projects in other areas.

HIGHWAY MOTORPOOL: George Scott and Dave Wilzec

- 1. No update, they are doing their thing!

DISCUSSION: When Gary first started he requested cell phones with hot spots to provide better communication for both Ira & Venice Town Barns. They currently have no computer, printer or ability to receive text messages. It is imperative to

keep operations running smoothly. Even though he was only temporary in the highway position; he still encourages that this be taken into serious consideration and executed for the betterment of the Highway Department.
Mr. Batman, Ledyard Town Board wanted to express their appreciation for Sherwood Road.
There was a round of applause and thanks for all Gary has done while covering supervision of the Highway Department.

RESOLUTIONS:

BUILDINGS AND PARKS:

8-20-PW-1 Authorizing the Replacement of the backup generator serving the Public Safety Building and appropriate necessary funds from the Building Repair Reserve. Motion made by Mr. Foley and 2nd by Mr. Pinckney as amended. Unanimous. Carried.
Discussion: Mr. Foley, do we need dollar amount in resolution? Mr. Palermo, right on both accounts.

Other discussion came up regarding the Building Repair Reserve. Mr. Pinckney noted concern that once this fund is gone, how repairs and associated costs will be handled. Mr. Duckett, Capital plans have been generated in the past but never adopted. At the present time they are operating reactionary and fixing what needs repair as it becomes an issue. Mr. Pinckney requested that Gary Duckett consider re-presenting the last mater plan for consideration. Mr. Duckett, Capital reserve is only for a new building but not for repairs. Chair McNabb-Coleman, noted that she started a capitol planning committee at the beginning of the year and they are going to pick up that conversation in an effort to plan ahead about what is going to be done with the buildings and she is eager to get that started. If anyone is interested in joining, please let her know. The City and CCC are also involved in this group. They would like to do a (w) holistic view of all buildings and assets.

8-20-PW-2 Authorizing the Chair of the Cayuga County Legislature to sign an agreement for the cleaning of two county buildings the Cayuga County Courthouse and the Historic Post Office. Motion made by Mr. Foley and 2nd by Mr. Pinckney. Unanimous. Carried.

OTHER DISCUSSION: Regarding Highway Superintendent & Salary was brought up by Committee Chairman Whitman. There is a need to reassess the salary being offered versus the applicant pool. Ms. Lippoldt has already done research and got data from other counties. Advertised at \$75-77,700 last time based on consultant analysis. Suggestion was to advertise at \$87,500 as the candidate pool who qualified seem to be looking for more and we are looking to fill in a timely manner. Conversations regarding a department of Public Works may continue at a later date, but no decisions or reorganization will happen for quite some time. Department has decreased number of employees by approximately 50% but still have the same amount of road and mileage to care for. With no administrator the Legislative body authorizes salary. Some were still uncomfortable with the salary advertisement at \$87,500. No resolution is need to vote on this, but it was not moved on.

EXECUTIVE SESSION: regarding Employment history of a particular person Motion made by Mr. Pinckney and 2nd by Mr. Foley – **6:43 p.m.**