



TIOGA COUNTY
DEPARTMENT OF PUBLIC WORKS COMMITTEE AGENDA
February 9, 2023
9:00 am

- MINUTES APPROVAL for January 5, 2023
- FINANCIAL
 - YTD Budget Summary
- OLD BUSINESS
 - None
- NEW BUSINESS
 - Buildings and Grounds
 - Highway Department
 - Capital Projects
- PERSONNEL
 - None
- RESOLUTIONS
 - Authorize Legislative Chair to Execute Documents to Dedicate and Declare a Portion of Belva Lockwood Lane as a County Roadway
 - Re-establish Prior Year 2022 Public Works Funds
 - Amend Capital Budget and Transfer Funds for Sweeper Public Works
 - Authorize to Create and Fill One HEO III Position Public Works
 - Transfer of Funds Capital Appropriations Emergency Services
- PROCLAMATIONS
 - None
- ADJOURNMENT



TIOGA COUNTY
DEPARTMENT OF PUBLIC WORKS COMMITTEE MINUTES
Thursday, January 5, 2023
9:00 am

- ATTENDANCE
 - Legislators
 - Marté Sauerbrey, Legislative Chair
 - Dale Weston, Public Works Committee Chairman
 - William Standing, Public Works Committee
 - Ron Ciotoli, Public Works Committee
 - Barbara Roberts, Public Works Committee
 - Staff
 - Gary Hammond, Commissioner
 - Barbara Cushman, Secretary to the Commissioner
 - Guests
 - Cathy Haskell, Legislative Clerk
 - Peter DeWind, County Attorney
 - Stephanie Jerzak, Chief Accountant
 - Absent
 - Richard Perkins, Deputy Commissioner
- APPROVAL OF MINUTES
 - A motion to approve the minutes as submitted for December 8, 2022 was made by Mr. Standing, 2nd by Mr. Ciotoli. All in favor. Motion Carried.
- FINANCIAL
 - YTD Budget Summary was shared with the committee. The department is currently under budget.
- OLD BUSINESS
 - None
- NEW BUSINESS
 - Mr. Hammond reported on Buildings and Grounds.
 - Work has continued in the new ED&P offices.
 - 56 Main Street was decorated for the holiday.
 - The colored lights were changed at the Court House.
 - The installation of the new boilers in the Clerks Office and Court Annex continued. Parts supply shortages are an issue.



- Rest rooms were painted, and new sink tops were installed at the Public Safety Building.
- The glass wall and door were removed at 56 Main Street in preparation for the new security station.
- Snow removal operations are ongoing.
- Mr. Hammond reported on the Highway Department.
 - Tree trimming operations are ongoing.
 - Patching operations are ongoing.
 - Snow sand was stockpiled.
 - Snow removal operations are ongoing.
- Mr. Hammond gave an update on the Capital Projects
 - Harnick Road Bridge is currently under design phase.
 - Culvert program is under design phase in our office.
 - HVAC controls at HHS Building is progressing.
 - 56 Main Street HVAC is expected to be finished soon.
 - Chiller at Public Safety Building: The chiller has been ordered. Preliminary work has begun.
 - Bridge Preventative Maintenance Phase 9 should be out to bid this spring.
- PERSONNEL
 - Mr. Hammond stated that he would like to upgrade an existing highway department position to an HEO III position to be able to better utilize 2 new pieces of equipment, the paver in public works budget for 2023 and the sweeper that we are purchasing under a shared services agreement. This will not increase the highway department head count. Public Works will submit a resolution for this at the February Committee meeting.
- MISCELLANEOUS
 - Mr. Hammond stated that the Village of Owego has backed out of the shared services agreement to purchase the sweeper truck. The proposed solution is for the Town of Owego and Tioga County to split the Village of Owego's share of the original agreement. Public Works will submit a resolution for this at the February Committee meeting.
 - Publics Works recently submitted a resolution to purchase 2 additional lifts in the heavy equipment garage. The lifts that were going to be purchased are no longer supported by the company and that type cannot be purchased. A drive-on style of lift is available for purchase for an approximate additional

Department of Public Works

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Gary Hammond, P.E. Commissioner Rich Perkins, P.E. Deputy Commissioner

\$15,000. Public Works will submit a resolution for this at the February Committee meeting.

- RESOLUTIONS

- Approve Change Order for HVAC at County Office Building – Public Works
 - Mr. Weston (aye) Mr. Ciotoli (aye) Mrs. Roberts (aye), Mr. Standing (aye).
Carried
- Authorize the Implementation and Funding Bridge Preventative Maintenance Phase 9 – Public Works
 - Mr. Weston (aye) Mr. Ciotoli (aye) Mrs. Roberts (aye), Mr. Standing (aye).
Carried

- PROCLAMATIONS

- None

- ADJOURNMENT

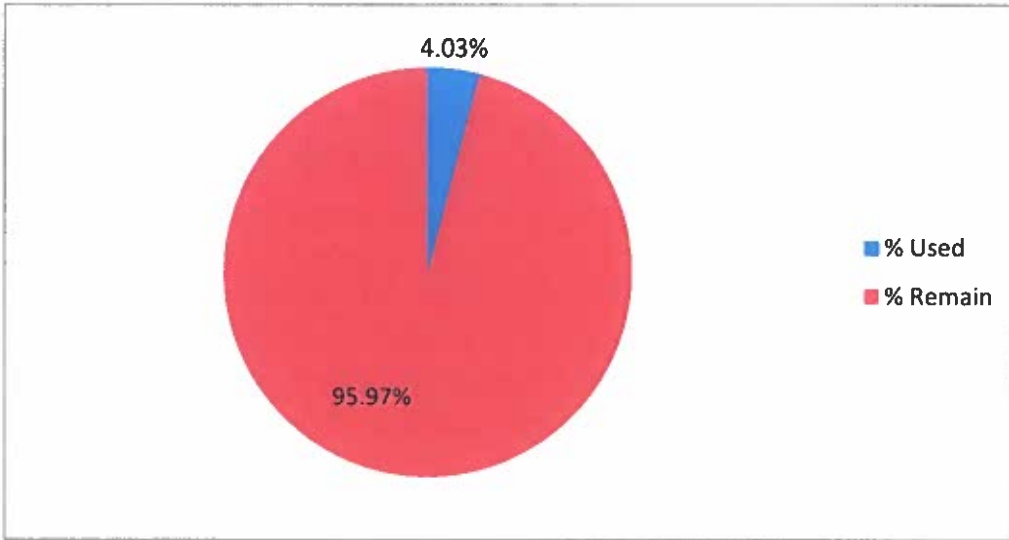
- Mr. Weston adjourned the meeting at 10:12 am.

Respectfully submitted,

Gary Hammond, P.E.
Commissioner of Public Works

DRAFT

February 2 2023 Budget Summary



		% Used	% Remain
A1490	PW Admin	4.56%	95.44%
A1620	Building & Grounds	5.14%	94.86%
A1621	Buildings HHS	4.63%	95.37%
D5110	Maint. Roads & Bridges	6.22%	93.78%
DM5130	Road Machinery	6.97%	93.03%
H1620	Capital B&G	2.12%	97.88%
H1621	Capital HHS Building	0.00%	100.00%
H5110	Capital Roads & Bridges	0.00%	100.00%
H5130	Capital Equipment	29.59%	70.41%
	Overall	4.03%	95.97%

REFERRED TO: ED&P COMMITTEE
PUBLIC WORKS COMMITTEE

RESOLUTION NO.-23 AUTHORIZATION FOR LEGISLATIVE CHAIR TO
EXECUTE DOCUMENTS TO DEDICATE AND
DECLARE A PORTION OF BELVA LOCKWOOD
LANE AS A COUNTY ROADWAY

WHEREAS: Owego Gardens Associates II, LLC constructed a ninety-three (93) unit working family housing development in the Village of Owego; and

WHEREAS: Said development required the construction of a public roadway for access to the housing units; and

WHEREAS: The newly constructed portion of roadway is identified as Belva Lockwood Lane and assigned tax map #129.09-2-18.14; and

WHEREAS: Owego Gardens Associates II, LLC designed and constructed the roadway to meet acceptable public roadway specifications and has received an approval by the Village of Owego Planning Board; and

WHEREAS: There will be families with school aged children residing in the housing units; and

WHEREAS: The Owego Apalachin School District necessitates that a public roadway is required to provide bus transportation services for school aged children; and

WHEREAS: Lighting was installed along the roadway as required by the Village of Owego Planning Board; and

WHEREAS: The County will not assume ownership, maintenance, or any cost to operate said lighting; and

WHEREAS: A water system was constructed to provide services to the housing units; and

WHEREAS: The County will not assume ownership, maintenance or any cost associated with the water system positioned along the roadway; and

WHEREAS: The utility requires the water system be located within a publicly owned right of way; therefore be it

RESOLVED: That the Tioga County Legislature, out of concern for families and children residing at Owego Gardens II, and as the Village of Owego is not taking action to take ownership of the road, approves the dedication of the newly constructed portion of Belva Lockwood Lane as a County roadway until such time as the roadway will be abandoned to the Village of Owego; and be it further

RESOLVED: That the Tioga County Legislature authorizes the Legislative Chair to execute documents as approved by the County Attorney to expedite the dedication and transfer of the newly constructed portion of the roadway known as Belva Lockwood Lane from Owego Gardens Associates II, LLC to Tioga County.

REFERRED TO:

FINANCE COMMITTEE
PUBLIC WORKS COMMITTEE

RESOLUTION NO. -23

RE-ESTABLISH PRIOR YEAR 2022
PUBLIC WORKS FUNDS

WHEREAS: Prior Year Public Works Funds need to be re-established for the remaining unspent balance as of year-end 2022 for purchase or completion in 2023; therefore be it

RESOLVED: That the following account and amounts be re-established and the 2023 budget is amended:

Capital Construction **Amount to Re-Establish**

H1620.520911	Renovations 56 Main Street	\$38,900.35
H1620.520994.BG001	Truck Wash Building	\$481,580.00
H1620.520926	HVAC Controls & B&G Heat	\$331,656.51
H1621.520926	HHS HVAC Controls	\$524,828.46

Capital Equipment **Amount to Re-Establish**

H5130.521908	Tandem Trucks	\$546,000.00
H5130.521902	Auto Shop Equip/Reno	\$35,000.00

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -23 AMEND CAPITAL BUDGET AND
TRANSFER FUNDS FOR SWEEPER
PUBLIC WORKS

WHEREAS: Tioga County entered into an agreement with the Villages of Owego and Nichols and the Town of Owego to jointly purchase a street sweeper/catch basin cleaner in 2022; and

WHEREAS: Village of Owego has now decided to opt out of this agreement; and

WHEREAS: Tioga County and the Town of Owego have agreed to reimburse the Village of Owego for their share of the joint purchase; and

WHEREAS: Cost savings was achieved in another 2023 Capital Reserve Budget line and Legislative approval is needed to authorize all Capital Reserve expenses; and

WHEREAS: Legislative approval is needed to amend 2023 Capital Budget and transfer funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the Capital Budget:

From: H5130.520915	Patrol Truck	\$27,265.02
To: H5130.521945	Sweeper - Road	\$27,265.02

REFERRED TO:

PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -23

AUTHORIZATION TO CREATE AND FILL
ONE, FULL TIME HEO III POSITION
PUBLIC WORKS

WHEREAS: Legislative approval is required for the creation of any new position within Tioga County; and

WHEREAS: The Commissioner of Public Works has acquired two new pieces of equipment classified as "Heavy Equipment" in 2023; and

WHEREAS: The Commissioner of Public Works has identified a staffing need for an additional HEO III position due to the acquisition of equipment; and

WHEREAS: The operation of these two pieces of equipment would require an additional HEO III position; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the creation and promotional filling of one, full-time HEO III position (CSEA SG 3) effective February 15, 2023; therefore be it

RESOLVED: That once the newly created HEO III position has been filled promotionally, it will cause a series of internal movement from MEO I to HEO II. Once all internal promotions have been finalized, this will result in a vacant MEO I. The Commissioner of Public Works will then abolish the vacant MEO I; and be it further

RESOLVED: That the HEO III position shall not represent an increase to the department's full-time headcount.

REFERRED TO: LEGISLATIVE WORKSESSION
FINANCE COMMITTEE
PUBLIC WORKS COMMITTEE
PUBLIC SAFETY COMMITTEE

RESOLUTION NO. -23 TRANSFER OF FUNDS
CAPITAL APPROPRIATIONS
EMERGENCY SERVICES

WHEREAS: Capital Funds have been appropriated by the Tioga County Legislature for use of Communication Upgrades for Tioga County Emergency Response Services; and

WHEREAS: It has been requested by the Emergency Management Office that the funds be moved to H3021 Public Safety from H1620 Buildings for more appropriate tracking and utilization of funds as the Communication Upgrade project proceeds; and

WHEREAS: Transfer of Capital Funds requires Legislative approval; therefore be it

RESOLVED: That the following Capital amounts be transferred as follows:

FROM:

H1620 521230	RADIO & EQUIPMENT	\$8,000,000
H1620 521230 M7674	RADIO & EQUIPMENT ARPA	\$4,000,000

TO:

H3021 521230 E911	RADIO & EQUIPMENT	\$8,000,000
H3021 521230 M7674	RADIO & EQUIPMENT ARPA	\$4,000,000
