



**TIOGA COUNTY
DEPARTMENT OF PUBLIC WORKS COMMITTEE AGENDA
May 5, 2022
9:00 am**

- MINUTES APPROVAL for April 7, 2022
- FINANCIAL
 - YTD Budget Summary
- OLD BUSINESS
 - None
- NEW BUSINESS
 - Buildings and Grounds
 - Highway Department
 - Capital Projects
- PERSONNEL
 - None
- RESOLUTIONS
 - Authorize Out Of Title Pay – Public Works
 - Authorize Wage Reallocations within CSEA Salary Schedule – Public Works
 - Amend Budget and Transfer Funds 56 Main HVAC
 - Authorize Contract Renewal T&K Elevator
 - Award Bridge Preventative Maintenance Phase VIII Construction
 - Award 56 Main HVAC Contract
- PROCLAMATIONS
 - None
- ADJOURNMENT



TIOGA COUNTY
DEPARTMENT OF PUBLIC WORKS COMMITTEE MINUTES
Thursday, April 7, 2022
9:00 am

• ATTENDANCE

➤ Legislators

- Marté Sauerbrey, Legislative Chair
- Ron Ciotoli, Public Works Committee
- Barbara Roberts, Public Works Committee
- William Standinger, Public Works Committee

➤ Staff

- Gary Hammond, Commissioner
- Richard Perkins, Deputy Commissioner
- Barbara Cushman, Secretary to the Commissioner

➤ Guests

- Cathy Haskell, Legislative Clerk
- Peter Dewind, County Attorney

➤ Absent

- Dale Weston, Public Works Committee Chairman

• APPROVAL OF MINUTES

- A motion to approve the minutes as submitted for March 10, 2022 was made by Mr. Ciotoli, 2nd by Mrs. Roberts. All in favor. Motion Carried.

• FINANCIAL

- YTD Budget Summary was shared with the committee. The department is currently well under budget.

• OLD BUSINESS

- Mr. Hammond stated that a meeting regarding the wage rates of CDL drivers was held. Mr. Hammond made a proposal to increase wages for CDL drivers by 2 pay grades. The Personnel Director will be drafting a resolution to be submitted at both DPW and Personnel Committees in May. The committee gave their approval to move forward with this.

• NEW BUSINESS

- Mr. Hammond reported on Buildings and Grounds.
- ED&P offices remodel at 56 Main Street is currently on hold until the HVAC system is installed. Mr. Perkins stated that this will be going out to

Department of Public Works

477 State Route 96 Owego, NY 13827



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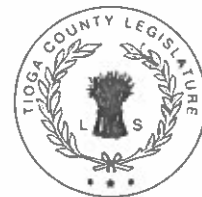
Gary Hammond, P.E. Commissioner Rich Perkins, P.E. Deputy Commissioner

bid tomorrow. There is a possibility that bids will come in higher than what was budgeted.

- New carpet was installed in the waiting room, Courtroom and Judge's Chambers in the Court Annex.
 - New controls were installed on half of the AC/Heat at the HHS Building. The system failed and a new company was hired to repair it.
 - Snow removal was done at all buildings.
 - Storage items and shelves were moved from the Records building into the Stone Building to make room for a high density storage system.
 - Room 1132 was painted in the HHS Building.
 - 2 work stations were moved in the HHS Building.
 - White boards were hung at Mental Health Waverly and the HHS Building.
 - Fire drills were executed at the Court House, Court Annex and HHS Buildings.
 - New double metal doors were installed on the garage at the PSB Building.
- Mr. Hammond reported on the Highway Department.
- Sanding and plowing operations are ongoing.
 - Sand is being hauled in to mix with the road salt.
 - We have entered into a shared services agreement with NYSDOT to utilize their truck washing facility.
 - Some road side reparations are being done to repair wing damage.
 - Tree trimming operations are ongoing.
- Mr. Perkins gave an update on the Capital Projects
- Bridge Preventative Maintenance Phase VIII is out to bid.
 - Wash Bay Facility is currently on hold.
 - Harnick Road Bridge is under preliminary design by Delta Engineers.
 - The Culvert Program is under preliminary design in our office.
 - HVAC Controls at the HHS Building and the Chiller at the Public Safety Building are both expected to be out to bid next month.
 - Michigan Hollow Road Culvert is currently under preliminary design.
 - We have hired a contractor for Talcott Street Pier Repairs. A pre-construction meeting is scheduled in a couple weeks.
 - We are waiting for a DEC permit for Park Settlement Road bridge repairs.
 - Corporate Drive reconstruction is under design in our office.

Department of Public Works

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- PERSONNEL

- Mr. Hammond stated that we are submitting a resolution to hire a temporary Auto Mechanic II. Our Mechanic/Working Supervisor is currently on leave. We would like to increase the hourly wage on the resolution to the CSEA wage for Auto Mechanic II of \$18.96. Mr. Hammond indicated that we should be able to absorb this within our current budget. The committee gave their approval to move forward with this.

- RESOLUTIONS

- Create and Fill Temporary Position Public Works
 - Mr. Ciotoli (aye) Mrs. Roberts (aye), Mr. Standinger (aye). Carried

- PROCLAMATIONS

- None

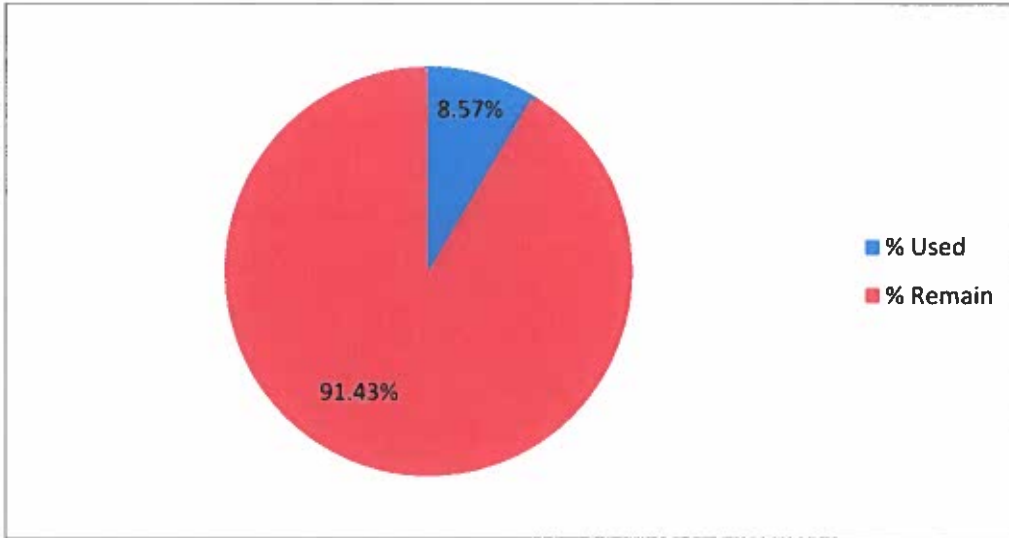
- ADJOURNMENT

- Mr. Standinger adjourned the meeting at 10:01 am

Respectfully submitted,

Gary Hammond, P.E.
Commissioner of Public Works

April 28 2022 Budget Summary



| | | % Used | % Remain |
|--------|-------------------------|--------------|---------------|
| A1490 | PW Admin | 29.08% | 70.92% |
| A1620 | Building & Grounds | 25.80% | 74.20% |
| A1621 | Buildings HHS | 28.36% | 71.64% |
| D5110 | Maint. Roads & Bridges | 25.99% | 74.01% |
| DM5130 | Road Machinery | 32.92% | 67.08% |
| H1620 | Capital B&G | 0.62% | 99.38% |
| H1621 | Capital HHS Building | 11.20% | 88.80% |
| H5110 | Capital Roads & Bridges | 0.98% | 99.02% |
| H5130 | Capital Equipment | 13.22% | 86.78% |
| | Overall | 8.57% | 91.43% |

REFERRED TO:

PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -22

AUTHORIZE OUT OF TITLE PAY
PUBLIC WORKS DEPARTMENT

WHEREAS: In accordance with the CSEA collective bargaining agreement Article 4, Section E, Legislative approval is required to authorize out of title pay; and

WHEREAS: Due to an unexpected extended leave of absence, the work of the Mechanic Working Supervisor (CSEA SG 1) position would not be done by the incumbent from March 9, 2022 through June 18, 2022; and

WHEREAS: Due to the needs of the department, the Commissioner of Public Works assigned Mechanic Working Supervisor duties to Dereck Grier, Automotive Mechanic II (CSEA SG 4), as of March 10, 2022; and

WHEREAS: The Commissioner of Public Works will have an ongoing need to continue having Grier perform out-of-title work beyond 20 calendar days and through June 18, 2022; therefore be it

RESOLVED: That the Legislature authorizes out-of-title pay for Derek Grier, which is reflective of a retroactive hourly rate increase of \$4.93/hour effective March 10, 2022; and be it further

RESOLVED: That said out-of-title pay shall continue through June 18, 2022.

REFERRED TO: PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -22 AUTHORIZE WAGE REALLOCATIONS
WITHIN CSEA SALARY SCHEDULE
PUBLIC WORKS

WHEREAS: Legislative approval is required for a title's wage reallocation;
and

WHEREAS: Effective February 7, 2022, the Federal Department of
Transportation imposed much stricter and costly requirements for
obtaining a Commercial Driver's License (CDL); and

WHEREAS: These new requirements will not only impact recruiting of new
CDL drivers but also place greater importance on retaining existing staff
in positions requiring CDLs; and

WHEREAS: In reviewing the current wage structure for Public Works titles,
the Commissioner of Public Works noted a disparity between the Highway
titles which require CDLs and the titles which do not require CDLs, further
justifying an increase in wages for titles requiring CDLs; and

WHEREAS: Upon review by the Personnel Officer, two Highway positions
need reclassifying to distinguish them from other positions that currently
have the same title but do not require a CDL license; and

WHEREAS: The Legislature is aware of the shortage of CDL drivers in Tioga
County and elsewhere, and is supportive of reallocating those titles which
require CDLs; therefore be it

RESOLVED: That one position of Mechanic Working Supervisor in the
Highway division of Public Works be reclassified to Heavy Mechanic
Working Supervisor and one position of Working Supervisor in the Highway
division of Public Works be reclassified to Highway Working Supervisor
effective June 4, 2022 with both new titles requiring possession of a CDL
license; and be it further

RESOLVED: That effective June 4, 2022 the following titles shall be
reallocated as indicated below:

| Title: | Current Wage: | New Wage: |
|-----------------------------------|---------------|------------|
| Heavy Mechanic Working Supervisor | \$23.89/hr | \$25.89/hr |
| Highway Working Supervisor | \$23.89 | \$25.89 |
| HEO Site Leader | \$21.80 | \$23.89 |

| | | |
|---------|---------|---------|
| HEO III | \$19.70 | \$21.80 |
| HEO II | \$18.96 | \$21.03 |
| HEO I | \$18.20 | \$19.70 |
| MEO III | \$17.45 | \$18.96 |
| MEO II | \$16.69 | \$18.20 |

; and be it further

RESOLVED: That the employees holding the above listed titles shall receive corresponding increases to their 2022 wages effective June 4, 2022.

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -22 AMEND 2022 BUDGET AND TRANSFER FUNDS
PUBLIC WORKS

WHEREAS: The space that was previously occupied by CCE in the County Office Building is currently being remodeled by Building and Grounds staff. There is a need to upgrade the existing HVAC system in that space, along with some HVAC work in the DMV office; and

WHEREAS: The Commissioner has received bids for the new installation of the HVAC system and there are insufficient funds for this project in the current budget; and

WHEREAS: Budget Amendments require Legislative approval; therefore be it

RESOLVED: That funding be transferred as follows:

| | | |
|--------------|----------------------------|-----------|
| From: | | |
| H390900 | Fund Balance-Unrestricted | \$250,000 |
| | | |
| To: | | |
| H1620.520911 | Renovations 56 Main Street | \$250,000 |

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -22

AUTHORIZATION TO RENEW
CONTRACT WITH TK ELEVATOR

WHEREAS: Tioga County uses the services of TK Elevator to maintain and service the elevators for all Tioga County owned elevators. This agreement includes parts and labor for annual planned maintenance.

RESOLVED: That the Chair of the Tioga County Legislature is authorized to execute a contract with TK Elevator, renewable every year, with the initial first year cost to be **\$16,140**, with successive year costs to be adjusted annually based on changes in the cost of service.

REFERRED TO:

PUBLIC WORKS

RESOLUTION NO. -22

AWARD BRIDGE PREVENTATIVE
MAINTENANCE PHASE VIII, PIN 9754.57
CONSTRUCTION CONTRACT

WHEREAS: Tioga County was awarded funding for this project through NYSDOT; and

WHEREAS: Funding is available for this portion of the project; and

WHEREAS: The Commissioner of Public Works received sealed bids on April 25, 2022 and the bid results were as follows:

R. DeVincentis Construction, Inc.

\$285,000.00

WHEREAS: Tioga County DPW have completed the review of the bids and finds the low bidder R. DeVincentis Construction, Binghamton NY, meets all of the qualifications of the bid specifications; therefore be it

RESOLVED: That the Tioga County Legislature authorize awarding the bid to R. DeVincentis Construction, Binghamton NY, not to exceed \$285,000.00 to be paid out of the following account: D5110.540050 – Bridge Projects.

REFERRED TO:

PUBLIC WORKS

RESOLUTION NO. -22

AWARD HVAC CONTRACT FOR
COUNTY OFFICE BUILDING

WHEREAS: Tioga County Public Works solicited bids for the HVAC work at the County Office Building; and

WHEREAS: The Commissioner of Public Works received three sealed bids on April 28, 2022 and the bids came in to as follows:

| | |
|--|--------------|
| Postler & Jaeckle Corporation, Endicott NY | \$246,900.00 |
| J&K Plumbing and Heating, Binghamton NY | \$255,000.00 |
| AFT Mechanical, Elmira NY | \$335,000.00 |

WHEREAS: Tioga County DPW completed the review of the bid and finds the low bidder Postler & Jaeckle Corporation, Endicott, NY meets all of the qualifications of the specifications; therefore be it

RESOLVED: That the Tioga County Legislature authorize awarding the contract to Postler & Jaeckle Corporation, Endicott, NY not to exceed \$346,900.00 to be paid out of the following account:

H1620.520911 – Renovations 56 Main Street