



TIOGA COUNTY DEPARTMENT OF PUBLIC WORKS COMMITTEE AGENDA September 4, 2025 9:00 am

- Minutes approval for August 7, 2025 meeting
- FINANCIAL
 - YTD Budget Summary
- OLD BUSINESS
 - None
- NEW BUSINESS
 - Buildings and Grounds
 - Highway Department
 - Capital Projects
- PERSONNEL
 - None
- RESOLUTIONS
 - Approve second change order for 56 Main Street South Wing HVAC
 - Amend Resolution No. 235-25; Authorize contract for consultant service (Department of Public Works)
 - Award Right-of-Way services and negotiations to Delta Engineers for Day Hollow Road Culvert Replacement
 - Approve Change Order for Probation Wing Court Annex controls
 - Authorize Contract for Suit-Kote Corporation to perform paving services on the east portion of East River Drive
- PROCLAMATIONS
 - None
- ADJOURNMENT



TIOGA COUNTY
DEPARTMENT OF PUBLIC WORKS COMMITTEE MINUTES
Thursday, August 7, 2025
9:00 am

○ ATTENDANCE

- Legislators
 - Marté Sauerbrey, Legislative Chair
 - Barbara Roberts, Public Works Committee Chair
 - Ray Bunce, Public Works Committee
 - William Standinger, Public Works Committee
 - Ron Ciotoli, Public Works Committee
- Staff
 - Gary Hammond, Commissioner
 - Justin Ruggiero, Deputy Commissioner
 - Tammy Hummel, Secretary to the Commissioner
 - Jason Anderson, Project Technician
- Guests
 - Jackson Bailey, County Administrator
 - Cathy Haskell, Legislative Clerk
 - Laura Schurter, Chief Accountant/Treasury
 - Katie Chandler, Deputy Treasurer

○ APPROVAL OF MINUTES

- A motion to approve the minutes as submitted for the July 10, 2025 meeting was made by William Standinger, seconded by Ron Ciotoli. All in favor. Motion carried.

○ FINANCIAL

- YTD Budget Summary was shared with the committee.

○ OLD BUSINESS

- None

○ NEW BUSINESS

- Mr. Hammond reported on Buildings and Grounds.
 - Two new shelves were built in the D.A.'s office
 - Work has been ongoing for the air conditioning in all buildings
 - Hedges were cut at 56 Main Street

Department of Public Works

477 State Route 96 Owego, NY 13827



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Gary Hammond, P.E. Commissioner Justin Ruggiero Deputy Commissioner

- Weeding was performed around the courthouse. Input was requested to determine the course of action on the retaining walls and flowers in that area as it needs replacement pavers. It was determined that the wall be repaired and keep the florals.
- Two barricades were fabricated for highway use.
- Mowing operations are ongoing.
- Tree trimming has been completed at the parking lots of HHS, Court House and 56 Main Street.
- Mr. Hammond reported on the Highway Department.
 - Repair of storm damage
 - Ditching being done on Sulphur Springs Road. There is an upcoming resolution to award paving.
 - Pipe changed on Goodrich Road. There is an upcoming resolution to pave.
 - Rebates on West Creek Road. Suit-Kote competed 8.2 miles and did a very satisfactory job.
 - Shoulders also competed on West Creek Road.
 - Minor paving on East River Road (dead end) to repair bad areas.
 - Installed driveway pipes on Gaskill Road.
 - Thank you to the Towns of Owego and Newark Valley. Shoulder projects are truck intensive and both towns loaned us trucks and operators for the day. The county enjoys a good reciprocal relationship with towns within the county and have traded other assets such as the low boy to haul equipment and last year, Owego loaned their Athey and saved the county from having to rent.
- Mr. Ruggiero reported on the Buildings and Grounds Capital Projects.
 - Delphine Street truck wash facility has an engineering walk through today after this meeting.
 - The Court Annex/Clerks roof and Court House roof and exterior improvements projects are scheduled to have stamped drawings near the end of August. There is also a walk through today at the Court House for the exterior improvements needed.
 - Court Annex and Probation rooftop HVAC control work trouble shooting issues still being diagnosed. The Carrier units are under warranty and the "bugs" need to be worked out of them.
 - Court Annex boiler is 15 years old, with a life expectancy of 10 years. It has been unreliable and will need replaced. There is a quote for \$25,000 for a 2nd boiler and it was recommended to keep both systems in place for redundancy.

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- Ronald E. Dougherty County Office Building South Wing HVAC project ceiling cassette balancing was performed on Monday, August 4, 2025 with no issues. We are waiting on the visibility of the control system that can be accessed remotely. Once on track, a punch list can be completed and retainage released.
- Ronald E. Dougherty County Office Building North Wing HVAC project contract to be awarded to P&J with construction to begin after Labor Day if the upcoming resolution passes to increase the budget for this project to accommodate the construction, material and engineering cost.
- The second heating boiler is installed and operational at the Public Safety Building. The third new heating boiler is being installed. The installation of this unit is more involved as the previous unit configuration is not viable and will require moving some duct work and some additional changes.
- The Public Safety Building control work project scope is being built.
- The Public Safety Building chiller VFD cooling fan has been ordered.
- Mr. Hammond reported on the Highway Capital Projects.
 - Harnick Road Bridge construction is moving forward.
 - East Spencer Road Bridge construction moving forward.
 - Day Hollow Road culvert design is complete with the bid to take place this fall.
 - Glenmary Drive by Thorn Hollow Road is in the preliminary design phase.
 - Straits Corners Road over Pipe Creek is in the preliminary design phase.
 - Brown Road Bridge over East Branch Owego Creek is in the preliminary design phase.
 - Halsey Valley Road Culvert is in the preliminary design phase.
 - The above listed design phase bridge projects are part of the Bridge New York funding.
- Mr. Hammond shared the 2026 Budget with the Public Works Committee.
- MISCELLANEOUS
 - Research information for a new copier for DPW – lease vs purchase to determine if it would need to be added to the 2026 budget
- PERSONNEL
 - None

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○ RESOLUTIONS

- Amend 2025 Capital Budget, transfer funds 56 Main Street and award 56 Main Street HVAC construction contract
 - Barbara Roberts (aye), Mr. Bunce (aye), Mr. Standinger (aye), Ron Ciotoli (aye)
- Authorize contract for Broome Bituminous Products, Inc. to perform paving and milling services on Goodrich Road
 - Barbara Roberts (aye), Mr. Bunce (aye), Mr. Standinger (aye), Ron Ciotoli (aye)
- Award bid for Sulphur Springs Road pavement overlay
 - Barbara Roberts (aye), Mr. Bunce (aye), Mr. Standinger (aye), Ron Ciotoli (aye)

○ PROCLAMATIONS

- None

○ EXECUTIVE SESSION

- None

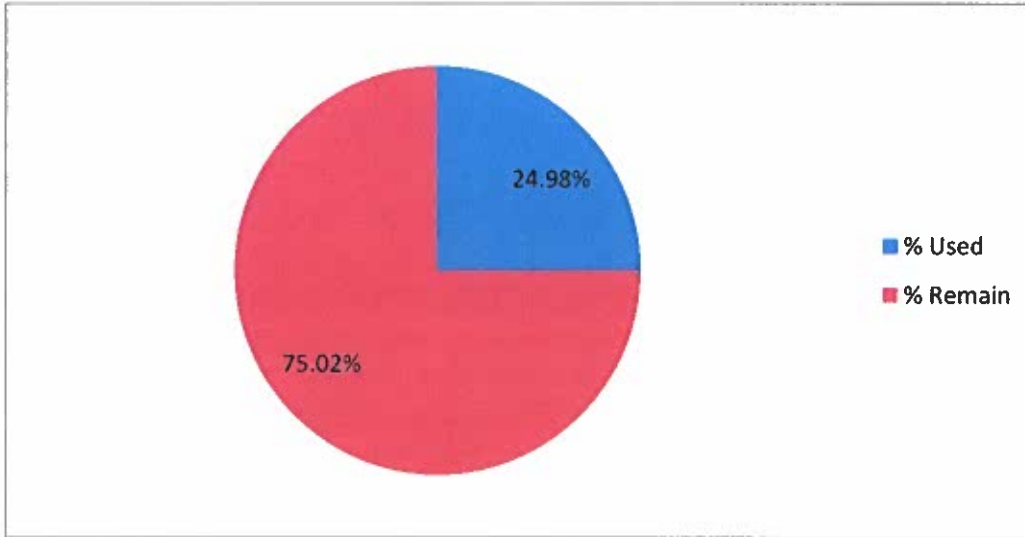
○ ADJOURNMENT

- The meeting was adjourned at 10:00 am.

Respectfully submitted,

Gary Hammond P.E.
Commissioner of Public Works

August 28 2025 Budget Summary



		% Used	% Remain
A1490	PW Admin	65.53%	34.47%
A1620	Building & Grounds	60.43%	39.57%
A1621	Buildings HHS	58.11%	41.89%
D5110	Maint. Roads & Bridges	61.54%	38.46%
DM5130	Road Machinery	53.29%	46.71%
H1620	Capital B&G	17.81%	82.19%
H1621	Capital HHS Building	0.00%	0.00%
H5110	Capital Roads & Bridges	2.71%	97.29%
H5130	Capital Equipment	57.21%	42.79%
Overall		24.98%	75.02%

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -25

APPROVE SECOND CHANGE ORDER FOR
56 MAIN STREET SOUTH WING HVAC

WHEREAS: The award for construction services to be performed for the 56 Main Street South Wing HVAC Upgrade project was awarded to Postler & Jaeckle Corporation on Resolution No. 206-24; and

WHEREAS: A change order was submitted due to additional work that was unforeseen; therefore be it

RESOLVED: That the Tioga County Legislature authorize additional funds to be appropriated for this change order not to exceed \$3,566.75 to be paid out of the following account:

H1620.520911 – Renovations 56 Main St

REFERRED TO:

PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -25

AMEND RESOLUTION NO. 235-25;
AUTHORIZE CONTRACT FOR CONSULTANT
SERVICES (DEPARTMENT OF PUBLIC WORKS)

WHEREAS: Resolution No. 235-25 adopted on June 19, 2025 authorized a contract for consultant services in the Department of Public Works; and

WHEREAS: Tioga County has budgeted for the expenses associated with the salaries of full-time employees; and

WHEREAS: The Commissioner of Public Works has budgeted for the expenses associated with consultant services in Resolution No. 235-25; and

WHEREAS: The account listed in Resolution No. 235-25 was incorrect and the transfer of funds should have been to A1490.540140 and not A1490.510020; and

WHEREAS: Budget amendments require Legislative approval; therefore be it

RESOLVED: That Resolution No. 235-25 be amended and the funding transferred as follows:

From:	A1490.510010	Full Time	\$3,000
To:	A1490.540140	Contracting Services	\$3,000

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -25

AWARD RIGHT-OF-WAY SERVICES AND
NEGOTIATIONS TO DELTA ENGINEERS FOR DAY
HOLLOW ROAD CULVERT REPLACEMENT

WHEREAS: Tioga County was awarded funding through NYSDOT to replace a large culvert on Day Hollow Road in the Town of Owego; and

WHEREAS: The Commissioner of Public Works received a proposal for right-of-way services and negotiations for this project from Delta Engineers, Endwell, NY; and

WHEREAS: The proposal for these services is \$27,920; therefore be it

RESOLVED: That the Tioga County Legislature award the proposal for right-of-way services and negotiations for the Day Hollow Road Culvert Replacement to Delta Engineers not to exceed \$27,920 to be paid out of the following account: Culverts - H5110 520003 H2302.

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -25

APPROVE CHANGE ORDER FOR
PROBATION WING COURT ANNEX CONTROLS

WHEREAS: The award for Probation Wing Court Annex Controls was awarded to Postler & Jaeckle Corporation on Resolution No. 207-24; and

WHEREAS: A change order was submitted due to additional work that was unforeseen; therefore be it

RESOLVED: That the Tioga County Legislature authorize additional funds to be appropriated for this change order not to exceed \$1,538.75 to be paid out of the following account:

H1620.520927 – Court Annex

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -25

AUTHORIZE CONTRACT FOR SUIT-KOTE
CORPORATION TO PERFORM PAVING SERVICES
ON THE EAST PORTION OF EAST RIVER DRIVE

WHEREAS: The Tioga County Department of Public Works is authorized to procure services based on New York State (NYS) Office of General Services (OGS) bids and from other bids in the neighboring counties where applicable; and

WHEREAS: The NYS Department of Transportation has allotted financial resources specifically to perform road services to County roads; and

WHEREAS: Suit-Kote Corporation has offered the Department of Public Works to pave a portion of East River Drive at a cost lower than the Deputy Commissioner's estimate based on the active OGS bids (Award #23334) as well as the current County commodity bids; therefore be it

RESOLVED: That the Tioga County Legislature authorize the Department of Public Works to enter into contract with Suit-Kote Corporation not to exceed \$34,277.32 to be paid out of Paving Projects 2025 Account H5110.540001.H2501.

REFERRED TO:

PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -25

AMEND RESOLUTION NO. 170-25;
CREATE AND FILL THREE (3) HIGHWAY
WORKER (SEASONAL) POSITIONS
PUBLIC WORKS

WHEREAS: There will be a need for the Highway Department to employ three (3) Highway Worker (Seasonal) positions for 2025; and

WHEREAS: Resolution No. 170-25, created and filled three (3) temporary, full-time Highway Worker (Seasonal) positions effective April 15, 2025, through December 1, 2025, at an hourly rate of \$15.77 (equivalent to CSEA Grade 7), not to exceed \$30,000; and

WHEREAS: The Commissioner of Public Works has identified a need to increase the approved budgeted amount of \$30,0000 to \$40,000; therefore be it

RESOLVED: That the Commissioner of Public Works is hereby authorized to increase the budgeted amount not to exceed \$40,000.