



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

- MINUTES APPROVAL for October 5, 2023
- FINANCIAL
 - YTD Budget Summary
- OLD BUSINESS
 - None
- NEW BUSINESS
 - Buildings and Grounds
 - Highway Department
 - Capital Projects
- PERSONNEL
 - None
- RESOLUTIONS
 - Budget Modification 2023 and Transfer Funds – Public Works
 - Amend Budget and Transfer Funds Cleaning Staff – Public Works
 - Authorize Position Reclassification – Public Works
 - Authorizing the Implementation and Funding Bridge Preventative Maintenance Phase 10
- PROCLAMATIONS
 - None
- ADJOURNMENT



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

▪ ATTENDANCE

➤ Legislators

- Dale Weston, Public Works Committee Chairman
- William Standinger, Public Works Committee
- Barbara Roberts, Public Works Committee
- Ron Ciotoli, 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

- Marté Sauerbrey, Legislative Chair

▪ APPROVAL OF MINUTES

- A motion to approve the minutes as submitted for September 7, 2023, was made by Mr. Standinger, 2nd by Mr. Ciotoli. All in favor. Motion carried.

▪ FINANCIAL

- YTD Budget Summary was shared with the committee. The department is currently under budget.
 - Mr. Standinger mentioned that the projection number for the new truck facility should be smaller. Mr. Hammond stated that now that we have approval to move forward, a more realistic estimate will be developed for this project.

▪ OLD BUSINESS

- None

▪ NEW BUSINESS

- Mr. Hammond reported on Buildings and Grounds.



- Workstations for the DA's office and the Clerk's office were fabricated and installed.
- The new heat at the Clerk's office was worked on.
- The offices of the Sheriff and Under Sheriff were painted at the Public Safety Building.
- Brush hogging was done at the Fishing Access, Carmichael Tower, and the Public Safety Building.
- Additional manpower was sent to the Public Safety Building to cover for an employee that was on vacation.
- Mowing operations are still ongoing.
- Started prepping the equipment for winter.

- Mr. Hammond reported on the Highway Department.
 - Shoulder operations as well as driveway rebates were done on Crumtown and West Creek Roads.
 - Mowing operations are still ongoing.
 - Worked with a contractor for tree removal operations.

- Mr. Perkins reported on Capital Projects.
 - Harnick Road Bridge some archaeological digging was done, however, they haven't found anything. The project is still delayed but it is a step closer.
 - Glenmary Drive culvert should be out to bid next month.
 - The HVAC Controls at the HHS Building is still waiting for parts.
 - The Chiller at the Public Safety is waiting for the chiller delivery.
 - Bridge Preventative Maintenance Phase 9 is currently under construction. It should be finished today. Phase 10 should be starting preliminary design soon.
 - Day Hollow Road Culvert Replacement is in design phase in house.
 - Crumtown Road paving is done.
 - Harford Road paving is done.
 - West Creek Road paving is done.
 - Willseyville Road paving is done.
 - HHS Parking Lot Rehabilitation milling will be starting this weekend. Paving should be done the following Saturday.
 - There is a resolution to fund the East Spencer Road Bridge.

- MISCELLANEOUS

- PERSONNEL
 - None

Department of Public Works

477 State Route 96 Owego, NY 13827



☎ 607 687 0302 📠 607 687 4453 🌐 www.TiogaCountyNY.com

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

RESOLUTIONS

- Amend 2023 Budget and Transfer Funds - Public Works
 - Mr. Weston (aye) Mr. Standinger (aye) Mrs. Roberts (aye) Mr. Ciotoli (aye)
- Amend Resolution 370-23 – Public Works
 - Mr. Weston (aye) Mr. Standinger (aye) Mrs. Roberts (aye) Mr. Ciotoli (aye)
- Authorizing the Implementation and Funding Bridge Preventative Maintenance Phase 9
 - Mr. Weston (aye) Mr. Standinger (aye) Mrs. Roberts (aye) Mr. Ciotoli (aye)
- Approve Change Order Bridge Preventative Maintenance Phase IX
 - Mr. Weston (aye) Mr. Standinger (aye) Mrs. Roberts (aye) Mr. Ciotoli (aye)
- Amend Capital Budget and Transfer Funds for Cleaning Equipment - Public Works
 - Mr. Weston (aye) Mr. Standinger (aye) Mrs. Roberts (aye) Mr. Ciotoli (aye)
- Authorizing the Implementation and Funding PIN 9755.59
 - Mr. Weston (aye) Mr. Standinger (aye) Mrs. Roberts (aye) Mr. Ciotoli (aye)

PROCLAMATIONS

- None

EXECUTIVE SESSION

- None

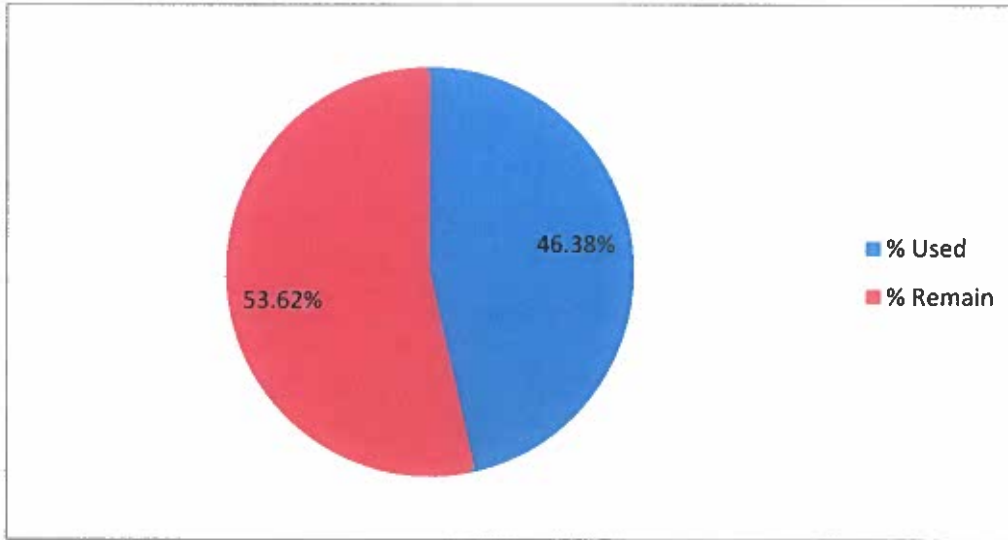
ADJOURNMENT

- The meeting was adjourned at 9:32 am.

Respectfully submitted,

Gary Hammond, P.E.
Commissioner of Public Works

November 2 2023 Budget Summary



		% Used	% Remain
A1490	PW Admin	73.17%	26.83%
A1620	Building & Grounds	68.62%	31.38%
A1621	Buildings HHS	57.44%	42.56%
D5110	Maint. Roads & Bridges	72.36%	27.64%
DM5130	Road Machinery	72.73%	27.27%
H1620	Capital B&G	21.03%	78.97%
H1621	Capital HHS Building	70.07%	29.93%
H5110	Capital Roads & Bridges	28.76%	71.24%
H5130	Capital Equipment	57.17%	42.83%
	Overall	46.38%	53.62%

REFERRED TO:

PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -23

BUDGET MODIFICATION 2023 AND
TRANSFER FUNDS - PUBLIC WORKS

WHEREAS: The Legislature is in need of replacement chairs for the Legislative Conference Room; and

WHEREAS: The Legislative Clerk has received a quote on NYS Contract #PC68336 for the replacement chairs; and

WHEREAS: The Tioga County Public Works Department has the funding needed to fulfill this request within its own budget, yet this will require a budget modification and transfer of funds; and

WHEREAS: Transfer of funds requires Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature authorize the creation of budget line A1620.520070 Chairs; and it is further

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the 2023 Budget:

From: A1620.540140	Contracting Services	\$6,000.00
To: A1620.520070	Chairs	\$6,000.00

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO.-23 AMEND BUDGET AND TRANSFER FUNDS
CLEANING STAFF - PUBLIC WORKS

WHEREAS: Tioga County Public Works created eight (8) new cleaning staff positions within their department by way of Resolution Nos. 370-23 and 405-23; and

WHEREAS: Resolution No. 370-23 states that funding for the new positions will be transferred from within the current budget; and

WHEREAS: Amending the budget and transfer of funds requires Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the following budget amendment and transfer of funds:

From:	A1620.540140	Contracting Services	\$80,225.00
To:	A1620.510010	Full Time	\$50,000.00
	A1620.581088	Retirement	\$ 6,100.00
	A1620.586088	Health Insurance	\$18,000.00
	A1620.585588	Disability	\$ 100.00
	A1620.584088	Workers Compensation	\$ 2,000.00
	A1620.583088	FICA	\$ 4,000.00
	A1620.588988	EAP	\$ 25.00

REFERRED TO: PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -23 AUTHORIZE POSITION RECLASSIFICATION
PUBLIC WORKS

WHEREAS: Legislative approval is required for position reclassification; and

WHEREAS: On October 20, 2023, the Personnel Department received a position description questionnaire from Christopher Smith, Maintenance Mechanic I (CSEA grade 5) who works within the Building and Grounds unit of the Public Works Department; and

WHEREAS: This resulted in the review of work tasks performed by Mr. Smith in comparison to the Maintenance Mechanic classification levels; and

WHEREAS: Due to the type of work assigned to and performed by Mr. Smith which routinely involves two skill trades, the Personnel Officer has determined justification exists to classify Mr. Smith to a Maintenance Mechanic II (CSEA grade 4); therefore be it

RESOLVED: That the Tioga County Legislature authorizes the reclassification of one Maintenance Mechanic I position currently filled by Christopher Smith to Maintenance Mechanic II and that Mr. Smith receive an increase of \$0.78 to his current hourly rate; and be it further

RESOLVED: That Christopher Smith's new hourly rate will be \$19.53 retroactive to October 20, 2023.

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -23

AUTHORIZING THE IMPLEMENTATION AND FUNDING IN THE FIRST INSTANCE 100% OF THE FEDERAL AID AND STATE "MARCHISELLI" PROGRAM-AID ELIGIBLE COSTS OF A TRANSPORTATION FEDERAL-AID PROJECT AND APPROPRIATING FUNDS

WHEREAS: A project for the Tioga County Bridge Preventative Maintenance Program Phase 10(FY 24), PIN 9754.59 (the Project) is eligible for funding under Title 23 U.S. Code, as amended that calls for the apportionment of the costs of such program to be borne at the ratio of 80% Federal Funds and 20% non-Federal Funds; and

WHEREAS: The County of Tioga desires to advance the Project by making a commitment of 100% of the Federal and non-Federal share of the costs of the Preliminary Engineering / Design work.

NOW, THEREFORE, the Tioga County Legislature, duly convened does hereby

RESOLVED: That the Tioga County Legislature hereby approves the above-subject project; and it is hereby further

RESOLVED: That the Tioga County Legislature hereby authorized the County of Tioga to pay in the first instance 100% of the Federal and non-Federal share of the cost of the Preliminary Engineering / Design work for the Project or portions thereof; and it is further

RESOLVED: that the sum of \$10,000 is hereby appropriated from account D5110.540050 and made available to cover the costs of participation in the above phases of the Project; and it is further

RESOLVED: that in the event the full Federal and non-Federal share costs of the project exceeds the amount appropriated above, the Tioga County Legislature shall convene as soon as possible to appropriate said excess amount immediately upon notification by the New York State Department of Transportation thereof, and it is further

RESOLVED: that the Chair of the Tioga County Legislature of the County of Tioga be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the County of Tioga with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for

the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED: That a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further

RESOLVED: this Resolution shall take effect immediately.