



TIOGA COUNTY  
DEPARTMENT OF PUBLIC WORKS COMMITTEE MINUTES  
Thursday, February 6, 2025  
9:00 am

➤ ATTENDANCE

➤ Legislators

- Marté Sauerbrey, Legislative Chair
- Barbara Roberts, Public Works Committee Chair
- William Standing, Public Works Committee
- Ron Ciotoli, Public Works Committee
- Ray Bunce, Public Works Committee

➤ Staff

- Gary Hammond, Commissioner
- Justin Ruggiero, Deputy Commissioner
- Barbara Cushman, Secretary to the Commissioner

➤ Guests

- Cathy Haskell, Legislative Clerk
- Jackson Bailey, County Administrator

➤ APPROVAL OF MINUTES

- A motion to approve the minutes as submitted for the January 9, 2024 meeting was made by Mr. Ciotoli, 2<sup>nd</sup> by Mr. Bunce. All in favor. Motion carried.

➤ FINANCIAL

- YTD Budget Summary was shared with the committee.

➤ OLD BUSINESS

- Mrs. Roberts stated that the cleaning matter that was discussed at the last meeting will be tabled until the next meeting.

➤ NEW BUSINESS

- Mr. Hammond reported on Buildings and Grounds.
  - We removed two 20' bi-fold doors from the BT Conference Room at the HHS Building and patched and painted the walls.
  - A water bottle filling station was installed on the 2<sup>nd</sup> floor at the HHS Building.
  - A timer was installed on the hallway lights at 56 Main Street along with an override switch.
  - Assembled furniture and various things for Waverly Mental Hygiene.
  - Heat was repaired in the heavy equipment garage.
  - Repaired the heat in the wash bay at the Public Safety Building and thawed the frozen water lines.



- Work for ILS is nearly finished in the Court Annex basement. Carpet and rubber baseboard was installed. Some doors were hung.
- Mr. Hammond reported on the Highway Department.
  - Tree trimming on various roads.
  - Cold patching was done on various roads.
  - Hauling sand.
  - Washing trucks at the new truck wash is working out well.
  - Some steel was taken to Weitsman's for scrap.
- Mr. Ruggiero reported on the Buildings and Grounds Capital Projects.
  - Buildings and Grounds
    - Court Annex/Clerks roof stamped drawings have been received and are being reviewed.
    - Court Annex and Probation rooftop units are both in P&J storage.
    - The crane lift has been confirmed for Monday, February 17<sup>th</sup>, 2025, Presidents Day. We have been in contact with the Village of Owego to let them know that there will be no parking in the Court Street parking lot that day.
    - Ronald E. Dougherty County Office Building South Wing HVAC project intrusive work has been completed. We are waiting for some electrical panel equipment to finish this project.
    - A proposal to install VRF units in the rest of the Ronald E. Dougherty County Office Building for Phase 3 construction was shared with the Committee.
    - We are awaiting quotes for investigating the sporadic shutdowns of the chiller at the Public Safety Building.
- MISCELLANEOUS
  - American Rocksalt has the NYS bid for road salt. They appear to be having trouble keeping up with the demand. We have salt being delivered regularly; however, some townships are having trouble getting salt delivered. Considering this, we will reduce the amount of salt mixed with sand to 25% salt and 75% sand to stretch the salt supply.
  - Mrs. Roberts mentioned the need for pricing of alternative signage in front of the Ronald E. Dougherty County Office Building. Mr. Hammond proposed creating a sign using the existing framework.
  - Mr. Standinger mentioned that there is availability of sand bags that could be stored until needed for emergencies. They would have to be maintained and inventoried.
- PERSONNEL
  - None

# Department of Public Works

477 State Route 96 Owego, NY 13827



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

## ➤ RESOLUTIONS

- Re-establish Prior Year 2024 Public Works Funds
  - Mrs. Roberts (aye) Mr. Standinger (aye) Mr. Ciotoli (aye) Mr. Bunce (aye)
- Amend 2024 Capital Budget for Tioga County Culvert Program Phase 1 (FFY22) Public Works
  - Mrs. Roberts (aye) Mr. Standinger (aye) Mr. Ciotoli (aye) Mr. Bunce (aye)
- Amend 2024 Capital Budget for Day Hollow Rd., Taylor Rd., AND Bodle Hill Rd. Paving Rehab - Public Works
  - Mrs. Roberts (aye) Mr. Standinger (aye) Mr. Ciotoli (aye) Mr. Bunce (aye)
- Amend 2024 Capital Budget for Harnick Road Over Apalachin Creek - Public Works
  - Mrs. Roberts (aye) Mr. Standinger (aye) Mr. Ciotoli (aye) Mr. Bunce (aye)
- Amend 2025 Budget and Transfer Funds Cleaning Equipment - Public Works
  - Mrs. Roberts (aye) Mr. Standinger (aye) Mr. Ciotoli (aye) Mr. Bunce (aye)
- Amend 2025 Capital Budget and Transfer Funds for Loader – Public Works
  - Mrs. Roberts (aye) Mr. Standinger (aye) Mr. Ciotoli (aye) Mr. Bunce (aye)
- Approve Sole Source Purchase of Boilers at The Public Safety Building
  - Mrs. Roberts (aye) Mr. Standinger (aye) Mr. Ciotoli (aye) Mr. Bunce (aye)
- Award Construction Support and Inspection Services to Mcfarland Johnson for BIN 3335020 – Public Works
  - Mrs. Roberts (aye) Mr. Standinger (aye) Mr. Ciotoli (aye) Mr. Bunce (aye)
- Award Design Services to Delta Engineers for HVAC System at 56 Main Street North Wing
  - Mrs. Roberts (aye) Mr. Standinger (aye) Mr. Ciotoli (aye) Mr. Bunce (aye)

## ➤ PROCLAMATIONS

- None

## ➤ EXECUTIVE SESSION

- None

## ➤ ADJOURNMENT

- The meeting was adjourned at 10:05 am.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Gary Hammond".

Gary Hammond P.E.  
Commissioner of Public Works