



**TIOGA COUNTY
DEPARTMENT OF PUBLIC WORKS COMMITTEE AGENDA
January 9, 2025
9:00 am**

- MINUTES APPROVAL for December 5, 2024
- FINANCIAL
 - YTD Budget Summary
- OLD BUSINESS
 - None
- NEW BUSINESS
 - Buildings and Grounds
 - Highway Department
 - Capital Projects
- PERSONNEL
 - None
- RESOLUTIONS
 - Amend 2025 Capital Budget and Award Design to C&S Engineers for Courthouse Exterior Improvements
 - Award Design Services to C&S Engineers for New Vehicle Wash Facility – Public Works
 - Award Design Services to C&S Engineers for New Vehicle Storage Facility – Public Works
 - Award Design Services to Barton & Loguidice for Straits Corners Rd Bridge Rehabilitation BIN 3335070
- PROCLAMATIONS
 - None
- ADJOURNMENT



TIOGA COUNTY
DEPARTMENT OF PUBLIC WORKS COMMITTEE MINUTES
Wednesday, December 5, 2024
9:00 am

➤ ATTENDANCE

➤ Legislators

- Marté Sauerbrey, Legislative Chair
- William Standinger, Public Works Committee
- Barbara Roberts, Public Works Committee
- Ron Ciotoli, 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
- Peter DeWind, County Attorney

➤ APPROVAL OF MINUTES

- A motion to approve the minutes as submitted for the September 5, 2024, October 10, 2024, and November 7, 2024 meetings was made by Mr. Ciotoli, 2nd by Mrs. Roberts. 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.
 - Transported voting machines.
 - Work was done in the basement of the Clerk's office for ILS.
 - Weeded at the Court House.
 - Installed various items at the new Waverly Mental Health offices.
 - Moved items into the new Waverly Mental Health offices. The grand opening was yesterday.

Department of Public Works

477 State Route 96 Owego, NY 13827



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

- Lights and outlets for door openers were wired in new garage at PSB building. The code enforcer is requiring a set of plans and an electrical inspection.
 - We received a quote to change the mechanism in the clockface. The committee was in agreement to move forward with it.
- Mr. Hammond reported on the Highway Department.
- Tree trimming on Glenmary Drive.
 - Patch paving was done on Halsey Valley, Stanton Hill, Sulphur Springs and Straits Corners Roads.
 - Ditching operations on Sulphur Springs and Straits Corners Roads.
 - Installed a pipe on Glenmary Drive.
 - Patching operations on various roads.
 - Hauled material out of the creek on East River Road.
 - Got trucks ready for winter and snow removal.
 - Chipped up storm damage debris.
- Mr. Ruggiero reported on the Buildings and Grounds Capital Projects.
- Buildings and Grounds
 - Court Annex/Clerks roof is in preliminary design phase with C&S Engineers.
 - Court Annex HVAC Project is under construction phase. Currently waiting for the rooftop unit.
 - The Chiller at the Public Safety Building still has trouble shooting measures being done.
 - Ronald E. Dougherty County Office Building South Wing HVAC project is under construction phase and is going well.
 - Court Annex Probation HVAC Controls Project Construction has not started yet.
- Mr. Hammond reported on the Highway Capital Projects.
- Highway
 - Harnick Road Bridge is in final design phase. Construction will not begin until next year.
 - Day Hollow Road Culvert is under preliminary design.
 - East Spencer Road Bridge is under preliminary design.
 - Glenmary Drive by Thorn Hollow Road is under preliminary design.
 - Bridge Preventative Maintenance Phase X has been completed.
 - Awarded funding for 3 new projects through the 2023 Bridge NY Program. Brown Road Bridge over East Branch Owego Creek, Straits Corners Road over Pipe Creek, and Halsey Valley Road Culvert. The contracts are in process.
 - Construction

Department of Public Works

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

- Waverly Mental Health offices have been completed. The grand opening was yesterday.

➤ MISCELLANEOUS

- The LDSA pre-screening process will be going on over the next few weeks.
- Mr. Hammond mentioned that we should follow up with the Village of Owego regarding Belva Lockwood Lane after the first of the year.
- The District Attorney requested a new vehicle. The Director of Probation recently received a new car. The car that he replaced is still in good condition and will be given to the district attorney.

➤ PERSONNEL

- We are still waiting for the results of a desk audit.

➤ RESOLUTIONS

- Oppose Provisions of the ACT Rule - Public Works
 - Mr. Standinger (aye) Mrs. Roberts (aye) Mr. Ciotoli (aye)
- Designate RLO for EBO Software Primary Log-in - Public Works
 - Mr. Standinger (aye) Mrs. Roberts (aye) Mr. Ciotoli (aye)

➤ PROCLAMATIONS

- None

➤ EXECUTIVE SESSION

- None

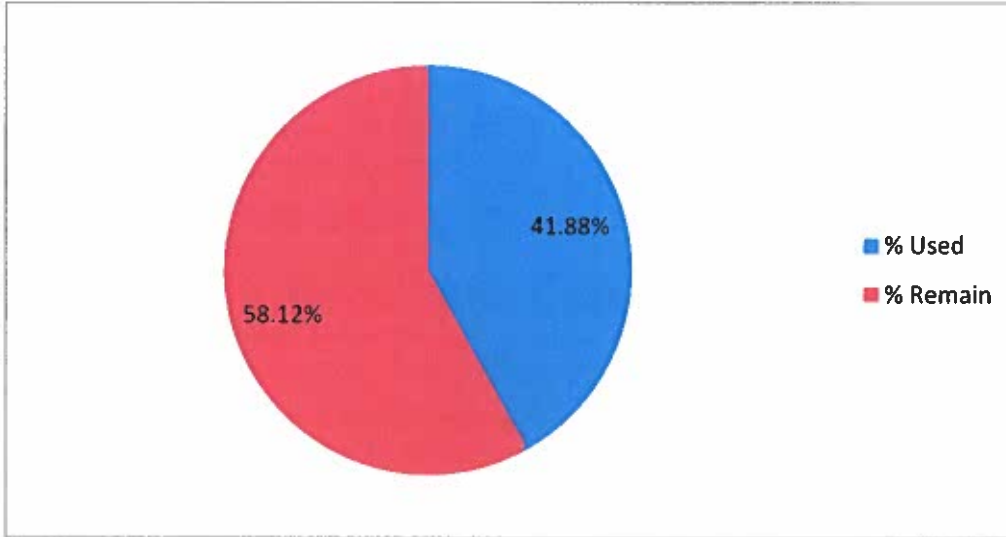
➤ ADJOURNMENT

- The meeting was adjourned at 9:42 am.

Respectfully submitted,

Gary Hammond P.E.
Commissioner of Public Works

December 27 2024 Budget Summary



| | | % Used | % Remain |
|--------|-------------------------|---------------|---------------|
| A1490 | PW Admin | 92.59% | 7.41% |
| A1620 | Building & Grounds | 82.84% | 17.16% |
| A1621 | Buildings HHS | 52.27% | 47.73% |
| D5110 | Maint. Roads & Bridges | 87.73% | 12.27% |
| DM5130 | Road Machinery | 86.00% | 14.00% |
| H1620 | Capital B&G | 18.85% | 81.15% |
| H1621 | Capital HHS Building | 81.41% | 18.59% |
| H5110 | Capital Roads & Bridges | 0.00% | 0.00% |
| H5130 | Capital Equipment | 35.25% | 64.75% |
| | Overall | 41.88% | 58.12% |

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE, LEGAL COMMITTEE

RESOLUTION NO. -25 AMEND 2025 CAPITAL BUDGET AND
AWARD DESIGN SERVICES TO
C&S ENGINEERS FOR COURTHOUSE
EXTERIOR IMPROVEMENTS

WHEREAS: The rubber roof on the Courthouse is failing; and

WHEREAS: Temporary emergency repairs were done by Buildings and
Grounds staff, however, a replacement is needed; and

WHEREAS: The Commissioner of Public Works received a proposal for
design services for this project from C&S Engineers, Syracuse, NY; and

WHEREAS: The design proposal for this project came in at \$31,675; and

WHEREAS: Budget Amendments require Legislative approval; therefore be
it

RESOLVED: That funding be transferred as follows:

| | | |
|------------------|---------------------------|-------------|
| From: H 390900 | Unrestricted Fund Balance | \$31,675.00 |
| To: H1620.521988 | Courthouse Renovations | \$31,675.00 |

And it is further

RESOLVED: That the Tioga County Legislature approve C&S Engineers
proposal for this project not to exceed \$31,675 to be paid out of the
following account:

| | | |
|--------------|------------------------|-------------|
| H1620.521988 | Courthouse Renovations | \$31,675.00 |
|--------------|------------------------|-------------|

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. -25 AWARD DESIGN SERVICES TO
C&S ENGINEERS FOR NEW VEHICLE
WASH FACILITY – PUBLIC WORKS

WHEREAS: Tioga County has budgeted for a new vehicle wash facility at 70 Delphine Street; and

WHEREAS: The Commissioner of Public Works received a proposal for concept design services for this project from C&S Engineers, Syracuse, NY; and

WHEREAS: The proposal for this project came in at \$53,704; and

WHEREAS: Pending the County Legislature authorizes and approves the re-establishment of prior year 2024 ARPA capital appropriations in the 2025 capital budget; therefore be it

RESOLVED: That the Tioga County Legislature approve C&S Engineers proposal for this project not to exceed \$53,704 to be paid out of the following account:

H1620.520994.M7674 Building Construction - ARPA \$53,704

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -25

AWARD DESIGN SERVICES TO
C&S ENGINEERS FOR NEW VEHICLE
STORAGE FACILITY – PUBLIC WORKS

WHEREAS: Tioga County has budgeted for a new vehicle storage building at the Public Works facility; and

WHEREAS: The Commissioner of Public Works received a proposal for concept design services for this project from C&S Engineers, Syracuse, NY; and

WHEREAS: The proposal for this project came in at \$33,107; therefore be it

RESOLVED: That the Tioga County Legislature approve C&S Engineers proposal for this project not to exceed \$33,107 to be paid out of the following account:

H1620.520994.BG004 Building Construction (New Truck Facility) \$33,107

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -25

AWARD DESIGN SERVICES TO
BARTON & LOGUIDICE FOR
STRAITS CORNERS RD.
BRIDGE REHABILITATION
BIN 3335070

WHEREAS: Tioga County was awarded funding from Bridge NY funds to rehabilitate a bridge, Straits Corners Road over Pipe Creek BIN 3335070, in the Town of Candor; and

WHEREAS: Resolution 359-24 appropriated these funds to account H51 10.540004.H2403; and

WHEREAS: Resolution 426-24 authorizes the re-establishment of 2024 Capital Projects for completion in 2025; and

WHEREAS: The Commissioner of Public Works received a proposal for design services for this project from Barton & Loguidice, Liverpool, NY; and

WHEREAS: The proposal for this project came in at \$176,000; therefore be it

RESOLVED: That the Tioga County Legislature approve the proposal for Straits Corners Road over Pipe Creek from Barton & Loguidice not to exceed \$176,000 to be paid out of the Straits Corners Road over Pipe Creek account H51 10.540004.H2403.