



TIOGA COUNTY
DEPARTMENT OF PUBLIC WORKS COMMITTEE MINUTES
Thursday, June 5, 2025
9:00 am

➤ ATTENDANCE

➤ Legislators

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

➤ Staff

- Gary Hammond, Commissioner
- Justin Ruggiero, Deputy Commissioner

➤ Guests

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

➤ Absent

- Barbara Cushman, Secretary to the Commissioner

➤ APPROVAL OF MINUTES

- A motion to approve the minutes as submitted for the April 10, 2025 and May 8, 2025 meetings was made by Mr. Ciotoli, 2nd by Mr. Bunce. All in favor. Motion carried.

➤ FINANCIAL

- YTD Budget Summary was shared with the committee.

➤ OLD BUSINESS

- Red Barn on Delphine Street was revisited. Mr. Hammond stated that he would like to patch any existing holes and install garage doors. The cost would be approximately \$5,000. Mr. Standinger, Mr. Ciotoli and Mr. Bunce were in favor. Mrs. Roberts was against this.
- Mr. Hammond stated that we are fabricating a new wooden sign for the County Office Building which will look similar to the existing Court House sign.

➤ NEW BUSINESS

- Mr. Hammond reported on Buildings and Grounds.
 - A new door and lock were installed at the highway garage.
 - Built and installed a table for Support/Collection.
 - Hung pictures in the new ILS offices.

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- Replaced belts and one motor on bathroom fans at HHS Building.
 - Mowing operations are ongoing.
 - Moved, set up and took down the dental van numerous times. The dental van needs some work done which has been scheduled for the end of the school year.
 - Installed some new carpet and moved workstations around for the DA.
 - Painted and fabricated a new office desk for Denis McCann at the HHS Building.
 - Repaired the Jail Garage roof. Replaced shingles that blew off.
 - Social Services would like to place a 10X12 shed at the HHS Building for car seats and other items that don't require a heated space to free up space in the records building. Mrs. Sauerbrey stated that there is a locked door at HHS Building that has no security. The concern is this door becoming an active door with no security.
 - We have received a request to clean the Child Advocacy Center offices once a week. Mrs. Roberts requested a list of what was expected before giving approval.
 - Buildings and Grounds is requesting to remove the retaining wall in front of the Court House and return the flower beds to grass. The pavers are deteriorating and need to be replaced. Also, the master gardeners no longer maintain the flower beds at the Court House.
- Mr. Hammond reported on the Highway Department.
- Patching and paving operations on Gaskill Road.
 - Repaired washouts on Ellis Creek and Oak Hill Roads.
 - A detour was installed on West Creek Road.
 - Replaced a pipe on West Creek Road.
 - Replaced driveway pipes on Dean Creek Road.
 - Replaced cross pipes on Blodgett and West Creek Roads.
 - Mowing operations are ongoing.
 - Mr. Hammond mentioned that we are being continually asked to do various tasks for the radio project. The committee was in agreement that we should continue to provide support.
 - Mr. Hammond stated that we have had numerous requests in recent years to install right to farm signs that he has not allowed this. The signs have been installed on our signposts without our consent. The committee was in agreement that these signs should be taken down.
- Mr. Ruggiero reported on the Buildings and Grounds Capital Projects.
- The Court Annex/Clerks roof and Court House roof projects are currently in design phase with C&S Engineers.
 - The Delphine Street Carwash is in design phase with C&S Engineers.
 - The new Highway Garage is in design phase with C&S Engineers.

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- Court Annex and Probation rooftop units control work was completed. We are currently having problems with the Court Annex air handler.
- The County Office Building South Wing HVAC project the wall mounted recessed heating units are being installed. The balancing of the cassettes should be completed in early June. Mr. Bailey mentioned that some of the units are very loud when they run.
- The North Wing HVAC project is out to bid with a bid opening date of July 2nd, 2025. The mandatory walk-thru is June 17th. The pre-ordered equipment should be delivered by the end of July.
- The HVAC operating system was upgraded in response to an urgent trouble call at the Public Safety Building.
- Repair work on VFD cooling fan is being scheduled for the Public Safety Building Chiller.

➤ Mr. Ruggiero reported on the Highway Capital Projects.

- The Pre-construction meeting for Harnick Road Bridge was held. Construction is expected to begin the end of June and is expected to last until October.
- Day Hollow Road culvert is expected to bid this fall with construction in early summer of 2026.
- East Spencer Road Bridge nothing new to report.
- Glenmary Drive by Thorn Hollow Road is in preliminary design phase.
- Straits Corners Road over Pipe Creek is under preliminary design phase.
- Brown Rd Bridge over East Branch Owego Creek is in preliminary design phase.
- Halsey Valley Road Culvert will be changing from a culvert to a bridge. Contracts are in process.

➤ MISCELLANEOUS

- None

➤ PERSONNEL

- None

➤ RESOLUTIONS

- Award Bid For Southern Portion Of West Creek Road Pavement Overlay
 - Mrs. Roberts (aye) Mr. Standinger (aye) Mr. Ciotoli (aye) Mr. Bunce (aye)
- Recognition Of Barbara Cushman's 23 Years of Dedicated Service
 - Mrs. Roberts (aye) Mr. Standinger (aye) Mr. Ciotoli (aye) Mr. Bunce (aye)
- Authorization to Abolish One Vacant Engineering Technician Position, Create One Public Works Project Technician – Public Works
 - Mrs. Roberts (aye) Mr. Standinger (aye) Mr. Ciotoli (aye) Mr. Bunce (aye)

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- PROCLAMATIONS
 - None
- EXECUTIVE SESSION
 - None
- ADJOURNMENT
 - The meeting was adjourned at 10:38 am.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gary Hammond", is written over a horizontal line.

Gary Hammond P.E.
Commissioner of Public Works