



**TIOGA COUNTY DEPARTMENT OF PUBLIC WORKS**

Thursday, October 11, 2018 8:30 AM

***IN ATTENDANCE (Public Works Committee)***

Gary Hammond, Commissioner  
Richard Perkins, Deputy Commissioner  
Barbara Cushman, Secretary to the Commissioner  
Mike Roberts, Public Works Committee Chairman  
Loretta Sullivan, Public Works Committee  
Dale Weston, Public Works Committee  
Ellen Pratt, Sustainability Manager  
Marté Sauerbrey, Legislative Chair

Guest: Rita Hollenbeck, Tioga County Budget Officer

Absent: Richard Huttleston, Public Works Committee

***MINUTES APPROVAL***

The minutes for the September 2018 meeting were reviewed by the committee. Mrs. Sullivan made a motion to approve the minutes as written and Mr. Weston seconded the motion; the minutes were approved as written.

***SOLID WASTE***

1. Ms. Pratt submitted the Solid Waste Reports for the month of September. Ms. Pratt reviewed these reports with the committee.
2. Ms. Pratt submitted the Solid Waste year-to-date budget summary.
3. Ms. Pratt submitted one resolution.

***BUILDINGS & GROUNDS***

1. Mr. Hammond stated Buildings & Grounds finished the Personnel Renovations.
2. Transported voting machines for Board of Elections.
3. Mowing operations are ongoing
4. Rearranged office spaces for Denis McCann.
5. Renovated a storage area into 3 new offices for Gary Grant.



6. Renovations for the new court room at the Public Safety Building have been completed. Renovations have begun on the Intake Room.
7. Renovations to an IT workstation.
8. Soil & Water Renovations
9. A section of the stone façade fell off the Court House and will need to be addressed and repaired. The rest of the building façade was inspected for structural inadequacies – none were observed.

## **HIGHWAY**

1. Mr. Hammond stated that the Highway Department has been busy with storm damage repairs.

## **CAPITAL PROJECTS**

1. Mr. Perkins stated that we are assessing liquidated damages against the contractor for the Kelsey Road Bridge because they failed to complete the project on time.
2. Dean Creek Road Bridge will also not be completed on time.
3. Montrose Turnpike paving project is going well.
4. Harnick Road Bridge repairs have been delayed due to high water, but they have been started.
5. The road striping has been completed.
6. Sulphur Springs box culvert has been set.

## **MISCELLANEOUS**

1. Mr. Hammond started a Capital Equipment Budget review. After some discussion, the Public Works committee approved moving forward with the equipment requested in the 2019 budget.
2. Mr. Roberts started a discussion on the Engineering Technician position that has been proposed for 2019. After some discussion the Public Works committee authorized moving ahead with this position.
3. Mrs. Hollenbeck stated that after a thorough examination of the Public Works overall budget, line items have all been brought within range of the historical actuals, thus reducing the overall budget. Any unknowns such as flooding events are not projected in this budget. Should any unexpected weather events or infrastructure needs occur, additional funds will need to be requested.

# Department of Public Works

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

4. Mr. Hammond submitted this month's resolutions. After some discussion it was decided to modify the amount appropriated from contingency to \$77,000 and amend the Cinders/Salt Budget.

## RESOLUTIONS

1. Filing of an Application for State Grant from DEC Municipal Waste Reduction and Recycling.
2. Authorize Continuance of Full-Time Highway Worker (Seasonal)
3. Authorize Contract with NYS Unified Court System
4. Appropriate Contingency, Transfer and Amend 2018 Highway Maintenance Budget
5. Appropriate Contingency, Transfer and Amend 2018 Cinders/Salt Budget

Mr. Roberts adjourned the meeting at 10:07 am.

Respectfully submitted,

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

Gary Hammond, P.E.  
Commissioner of Public Works