



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

- MINUTES APPROVAL for January 9, 2025
- FINANCIAL
 - YTD Budget Summary
- OLD BUSINESS
 - None
- NEW BUSINESS
 - Buildings and Grounds
 - Highway Department
 - Capital Projects
- PERSONNEL
 - None
- RESOLUTIONS
 - Re-establish Prior Year 2024 Public Works Funds
 - Amend 2024 Capital Budget For Tioga County Culvert Program Phase 1 (FFY22) Public Works
 - Amend 2024 Capital Budget For Day Hollow Rd., Taylor Rd., AND Bodle Hill Rd. Paving Rehab - Public Works
 - Amend 2024 Capital Budget For Harnick Road Over Apalachin Creek - Public Works
 - Amend 2025 Budget And Transfer Funds Cleaning Equipment - Public Works
 - Amend 2025 Capital Budget And Transfer Funds For Loader – Public Works
 - Approve Sole Source Purchase Of Boilers At The Public Safety Building
 - Award Construction Support And Inspection Services To Mcfarland Johnson For BIN 3335020 – Public Works
 - Award Design Services to Delta Engineers for HVAC System at 56 Main Street North Wing
- PROCLAMATIONS
 - None
- ADJOURNMENT



TIOGA COUNTY
DEPARTMENT OF PUBLIC WORKS COMMITTEE MINUTES
Thursday, January 9, 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
- Peter DeWind, County Attorney
- Matthew Weber, Cleaning Supervisor

➤ APPROVAL OF MINUTES

- A motion to approve the minutes as submitted for the December 5, 2024 meeting 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.
 - Items were moved to the new Waverly Mental Hygiene offices
 - Two 75" televisions were installed for Waverly Mental Hygiene.
 - Nine end tables were assembled for Waverly Mental Hygiene.



- A proposal for cleaning the entire Waverly Village Hall building was presented to the committee. This could help offset the cost of rent. A few concerns need to be researched. Public Works will report back on these concerns in February.
- Work is continuing in the basement of the Clerk's office for ILS.
- The 2nd floor offices were moved back at 56 Main Street.
- The 1st floor offices were moved into the basement at 56 Main Street.
- The large wooden doors to the court room at the court house were repaired.
- A large amount of work orders at the PSB Building were completed.
- A large amount of work orders at the HHS Building were completed.
- We've received a proposal from LCP Group, Inc. for the demolition of the red barn on the Delphine Street property. A resolution to award this proposal will be brought to our February meeting.
- The Walgreens building in Owego is for sale. The county has space needs. After some discussion the committee agreed that this is worth exploring further.
- Mr. Hammond reported on the Highway Department.
 - Tree trimming was done on Glenmary Drive and Glen Road.
 - Cold patching was done on various roads.
 - Hauling sand.
 - Plowing and sanding operations are ongoing.
 - Washing trucks at the new truck wash is working out well.
- 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 HVAC Project Carrier unit is in storage at P&J's facility.
 - Court Annex Probation HVAC Controls Project Carrier unit is expected to be received in early February.
 - The crane lift for both units is expected on Monday, February 17th, 2025, Presidents Day. Both RTU's will be replaced and placed into production the same day. Control work will then last approximately two weeks. Both projects are expected to be completed by late March.
 - Ronald E. Dougherty County Office Building South Wing HVAC project construction is more than halfway complete. Everyone should be moved back on the 1st floor by February 3rd.
 - The Chiller at the Public Safety Building still has trouble shooting measures being done. The troubleshooting will need to be done during the cooling season.



- Mr. Hammond reported on the Highway Capital Projects.
 - Highway
 - Harnick Road Bridge is in final design phase. Construction will begin later this 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.
 - Straits Corners Road over Pipe Creek contracts are in process.
 - Brown Road Bridge over East Branch Owego Creek contracts are in process.
 - Halsey Valley Road Culvert contracts are in process.
- MISCELLANEOUS
 - A photo was taken of the Foundry Street clean-up. A small brush hog was rented which aided in the clean-up efforts.
- PERSONNEL
 - We are currently working on an appeal for a position duties statement that was submitted.
- RESOLUTIONS
 - Amend 2025 Capital Budget and Award Design to C&S Engineers for Courthouse Exterior Improvements
 - Mr. Standinger (aye) Mrs. Roberts (aye) Mr. Ciotoli (aye) Mr. Bunce (aye)
 - Award Design Services to C&S Engineers for New Vehicle Wash Facility – Public Works
 - Mr. Standinger (aye) Mrs. Roberts (aye) Mr. Ciotoli (aye) Mr. Bunce (aye)
 - Award Design Services to C&S Engineers for New Vehicle Storage Facility – Public Works
 - Mr. Standinger (aye) Mrs. Roberts (aye) Mr. Ciotoli (aye) Mr. Bunce (aye)
 - Award Design Services to Barton & Loguidice for Straits Corners Rd Bridge Rehabilitation BIN 3335070
 - Mr. Standinger (aye) Mrs. Roberts (aye) Mr. Ciotoli (aye) Mr. Bunce (aye)
- PROCLAMATIONS
 - None
- EXECUTIVE SESSION
 - None

TIOGA COUNTY, NEW YORK

Department of Public Works

477 State Route 96 Owego, NY 13827



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

➤ **ADJOURNMENT**

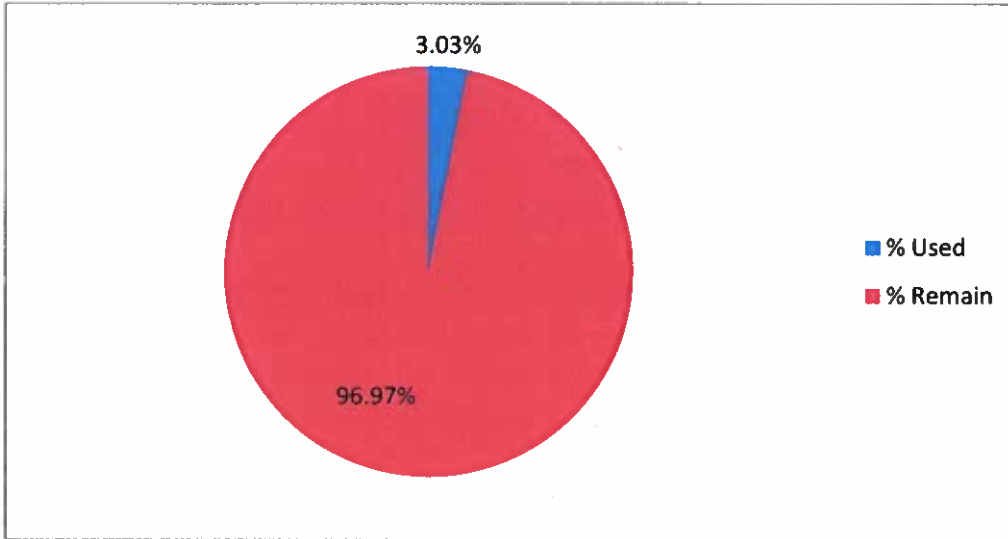
- The meeting was adjourned at 10:09 am.

Respectfully submitted,

Gary Hammond P.E.
Commissioner of Public Works

DRAFT

January 30 2025 Budget Summary



		% Used	% Remain
A1490	PW Admin	5.06%	94.94%
A1620	Building & Grounds	5.42%	94.58%
A1621	Buildings HHS	7.16%	92.84%
D5110	Maint. Roads & Bridges	6.08%	93.92%
DM5130	Road Machinery	7.25%	92.75%
H1620	Capital B&G	0.75%	99.25%
H1621	Capital HHS Building	0.00%	0.00%
H5110	Capital Roads & Bridges	0.12%	99.88%
H5130	Capital Equipment	0.00%	100.00%
	Overall	3.03%	96.97%

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -25 RE-ESTABLISH PRIOR YEAR 2024
PUBLIC WORKS FUNDS

WHEREAS: Prior Year Public Works Funds need to be re-established for the remaining unspent balance as of year-end 2024 for purchase or completion in 2025; therefore be it

RESOLVED: That the following account and amounts be re-established and the 2025 budget is amended:

Capital Construction		Amount to Re-Establish
H1620.520911	56 Main Street HVAC	\$795,392.35
H1620.520926	PSB Chiller	\$143,011.54
H1620.520927	Court Annex Cupola/HVAC	\$532,605.72
H1620.520994.BG001	Truck Wash Building	\$320,407.08
H1620.521913	PSB Piping	\$200,000.00

Capital Equipment		Amount to Re-Establish
H5130.521908	Tandem Trucks	\$660,000.00

Bridge Projects		Amount to Re-Establish
D5110.435020	State Aid Bridge Prev Maint	\$ 36,548.73
D5110.445020	Federal Aid Bridge Prev Maint	\$194,926.55
D5110.540050	Bridge Preventive Maint	\$192,657.87

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -25 AMEND 2024 CAPITAL BUDGET FOR TIOGA
COUNTY CULVERT PROGRAM PHASE 1 (FFY22)
PUBLIC WORKS

WHEREAS: Tioga County is the recipient of funding through New York State Department of Transportation consisting of Federal and non-Federal funds for a project, Tioga County Culvert Program Phase 1 (FFY22), PIN 9754.94; and

WHEREAS: Resolution 217-21 established an expense account of \$45,000; and

WHEREAS: Resolution 222-21 established federal funding of \$300,000.00, state funding of \$56,250.00 and an unfunded portion of \$18,750.00 was to be taken from H 390900 Unrestricted Fund Balance; and

WHEREAS: Resolution 129-24 established that an additional expense account of \$66,643.00 was to be taken from H 390900 Unrestricted Fund Balance; and

WHEREAS: NYSDOT Supplemental Agreement #3 for PIN 9754.94 was executed on June 26, 2024; and

WHEREAS: Budget Amendments require Legislative approval; therefore be it

RESOLVED: That the revenue and fund balance lines for this project be revised as follows:

H5110.435020.H1008	State Revenue for PIN 9754.94	\$ 72,481.00
H5110.445020.H1008	Federal Revenue for PIN 9754.94	\$ 386,563.00
H 390900	Unrestricted Fund Balance	\$ 24,099.00

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -25 AMEND 2024 CAPITAL BUDGET FOR DAY HOLLOW
RD., TAYLOR RD., AND BODLE HILL RD. PAVING
REHAB - PUBLIC WORKS

WHEREAS: Tioga County is the recipient of funding through New York State Department of Transportation consisting of Federal and non-Federal funds for a project, Day Hollow Rd., Taylor Rd., and Bodle Hill Rd. Pavement Rehabilitation PIN 9755.30; and

WHEREAS: Resolution 268-24 established that the unfunded portion of \$223,340.00 was to be taken from H 390900 Unrestricted Fund Balance; and

WHEREAS: The non-Federal portion of Marchiselli funding has now been approved; and

WHEREAS: Budget Amendments require Legislative approval; therefore be it

RESOLVED: That fund balance and revenue accounts be revised as follows:

H5110.435020.H2402	State Revenue for PIN 9755.30	\$ 167,505.00
H 390900	Unrestricted Fund Balance	\$ 55,835.00

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE/LEGAL COMMITTEE

RESOLUTION NO. -25 AMEND 2024 CAPITAL BUDGET FOR HARNICK ROAD
OVER APALACHIN CREEK - PUBLIC WORKS

WHEREAS: Tioga County is the recipient of funding through New York State Department of Transportation consisting of Federal and non-Federal funds for a project, Harnick Road over Apalachin Creek PIN 9754.90; and

WHEREAS: Supplemental Agreement #2 with NYSDOT was executed on July 25, 2024 which added some additional funding; and

WHEREAS: The non-Federal portion of Marchiselli funding has now been approved; and

WHEREAS: Budget Amendments require Legislative approval; therefore be it

RESOLVED: That the state revenue account be revised as follows:

H5110.435020.H2102	SA – Harnick Road Bridge	\$ 46,560.00
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REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -25 AMEND 2025 BUDGET AND
TRANSFER FUNDS CLEANING EQUIPMENT
PUBLIC WORKS

WHEREAS: The Commissioner of Public Works has identified a need for a few pieces of cleaning equipment; and

WHEREAS: These pieces of equipment were not budgeted for in 2025; and

WHEREAS: Public Works is willing to utilize the available funds in their 2025 Operating Budget for these pieces of equipment; and

WHEREAS: Legislative approval is needed to amend the 2025 Budget and transfer funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the 2025 Budget:

From: A1620.540072	Cleaning Supplies	\$5,775.00
To: A1620.520130	Equipment (not car)	\$5,775.00

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -25 AMEND 2025 CAPITAL BUDGET AND TRANSFER
FUNDS FOR LOADER – PUBLIC WORKS

WHEREAS: The Commissioner of Public Works has budgeted for the purchase of a Compact Track Loader within the 2025 Capital Budget; and

WHEREAS: On December 19, 2024 the Commissioner of Public Works received a quote for the purchase of a Compact Track Loader; and

WHEREAS: The quote came in higher than the budgeted amount; and

WHEREAS: Budget amendments require Legislative approval; and

WHEREAS: Pending the County Legislature authorizes and approves the re-establishment of prior year accounts; therefore be it

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

From: H1620.520994.BG001	Truck Wash Building	\$20,000.00
To: H5130.520920	Loader	\$20,000.00

REFERRED TO:

PUBLIC WORKS COMMITTEE
FINANCE/LEGALCOMMITTEE

RESOLUTION NO. -24

APPROVE SOLE SOURCE PURCHASE OF BOILERS
AT THE PUBLIC SAFETY BUILDING
PUBLIC WORKS

WHEREAS: Two boilers at the Public Safety Building are obsolete and failing; and

WHEREAS: The Commissioner of Public Works has budgeted for the replacement of these boilers in the 2025 Capital Budget; and

WHEREAS: The Commissioner of Public Works received a quote for the replacement of the two boilers for the amount of \$37,961.91 from Adirondack Combustion Technologies; and

WHEREAS: Legislative approval is required for all sole source purchases; and

WHEREAS: Adirondack Combustion Technologies is the sole source for replacement Patterson Kelly Boiler units which will only work with the current HVAC system installed at the Public Safety Building; and

WHEREAS: This purchase will be in Tioga County's best financial interest as it is less expensive for the County to purchase the boiler units directly from the vendor than to purchase it through a mechanical services contractor who will still need to purchase the item from Adirondack Combustion Technologies, further, this will allow Tioga County DPW personnel to install said boilers at an additional cost savings; and

WHEREAS: Funds are available for the purchase of the two boilers from Account H1620.520913; therefore be it

RESOLVED: That the Tioga County Legislature approve the purchase of the two boilers from Adirondack Combustion Technologies, Latham, NY in the amount of \$37,961.91 to be paid for out of H1620.520913.

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -25

AWARD CONSTRUCTION SUPPORT AND
INSPECTION SERVICES TO MCFARLAND
JOHNSON FOR BIN 3335020 – PUBLIC
WORKS

WHEREAS: Tioga County was awarded funding from NYSDOT to rehabilitate a bridge, East Spencer Road over South Branch Catatonk Creek BIN 3335020, in the Town of Spencer; and

WHEREAS: The Commissioner of Public Works received a proposal for construction support and inspection services for this project from McFarland Johnson, Binghamton, NY; and

WHEREAS: The proposal for this project came in at \$146,173; and

WHEREAS: Pending the County Legislature authorizes and approves the re-establishment of prior year accounts; therefore be it

RESOLVED: That the Tioga County Legislature approve the proposal for construction support and inspection for East Spencer Road over South Branch Catatonk Creek to McFarland Johnson not to exceed \$146,173 to be paid out of the East Spencer over South Branch Catatonk Creek account H5110.540004.H2303.

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -25

AWARD DESIGN SERVICES TO
DELTA ENGINEERS FOR HVAC
SYSTEM AT 56 MAIN STREET NORTH WING

WHEREAS: Tioga County has budgeted for the replacement of a portion of the HVAC system at the North Wing of the County Office Building at 56 Main Street; and

WHEREAS: The Commissioner of Public Works received a proposal for design services for this project from Delta Engineers, Endwell, NY; and

WHEREAS: The proposal for the design phase of the project is \$77,055; therefore be it

RESOLVED: That the Tioga County Legislature approve the proposal for design services of the partial HVAC System Replacement at the County Office Building for Delta Engineers not to exceed \$77,055 to be paid out of the following account:

H1620.520911 Renovations 56 Main Street