

PUBLIC WORKS COMMITTEE
OBERACKER, MCCARTY, WILBER, FARWELL, LAPIN
January 19, 2018

CENTRAL TELEPHONE –CAROL McGOVERN

Carol McGovern requested approval to contract with RONCO to service and maintain the county's telephone system at a cost of \$16,845 OGS contract PT65100, with a term of 2/1/18-1/31/19. Representative McCarty moved for approval. Seconded, Lapin. Total: 2,247; Ayes: 1,760; Absent: 487 –Wilber. Motion carried.

TREASURER –ALLEN RUFFLES

Allen Ruffles presented the results of the RFQ to survey Roses Hill and requested approval to accept the lowest bidder Kaatskill Mountain Surveyors. Representative McCarty moved for approval to accept the quote from Kaatskill Mountain Surveyors with input from the 911 Communications Director. Seconded, Wilber. Total: 2,247; Ayes: 2,247. Motion carried.

Allen Ruffles gave an update regarding the Unadilla property and discussed how to move forward with it. Allen Ruffles requested approval to pay an overdue Mirabito bill in connection with the property not to exceed \$2,000. Representative Wilber moved for approval. Seconded, Lapin. Total: 2,247; Ayes: 2,247. Motion carried.

SOIL & WATER CONSERVATION DISTRICT –JORDAN CLEMENTS

Jordan Clements introduced the Forest Technician, Joe Sweeney and requested approval of the Forestry contract in the amount of \$45,000 between the Soil & Water District and the County. Jordan Clements highlighted the list of services and schedule of payments requesting that allocations take place at the beginning of each quarter. Representative Wilber moved for approval of the contract contingent upon the County Attorney's review and subject to any changes she may recommend. Seconded, Lapin. Total: 2,247; Ayes: 2,247. Motion carried.

Jordan Clements and Joe Sweeney discussed the development of a management plan and the frequency of reporting to the committee.

HIGHWAY –BILL MASON/RICH BRIMMER

Bill Mason requested approval to grant the County Highway Superintendent the authority to install, remove and maintain signs, signals, markings, etc as referred to by NYS V & T Law Section 1652-a.

Representative McCarty moved for approval. Seconded, Oberacker. Total: 2,247; Ayes: 2,247. Motion carried.

Bill Mason requested approval to designate the County Highway Superintendent or the Deputy Highway Superintendent to act as the Project Manager for the BRIDGE NY Culvert Replacement Contract, PIN 9754.50, CR 16 over Clarks Brook Culvert. Representative Farwell moved for approval. Seconded, Lapin. Total: 2,247; Ayes: 2,247. Motion carried.

In connection with the above referenced project, Bill Mason also requested approval to designate a Responsible Local Official (RLO). After some discussion, Representative Lapin moved to designate Representative Keith McCarty to serve as the RLO. Seconded, Farwell. Total: 2,247; Ayes: 1,760; Abstain: 487 –Wilber. Motion carried.

Bill Mason requested approval to authorize the County Highway Superintendent or the Deputy Highway Superintendent to utilize the Local Design Services Agreement (LDSA) Region 9 Otsego County Short List to obtain Professional Services from identified and selected A/E consultants in conformance with Chapter 6 –Consultant Procurement and Administration, of the Procedures for Locally Administered Federal Aid Projects, Section 6.3.2 LDSA. This shall be the preferred method for obtaining A/E Professional services in an efficient manner for highway, bridge, culvert and ROW services for Otsego County. Representative McCarty moved for approval. Seconded, Oberacker. Total: 2,247; Ayes: 2,247. Motion carried.

Representative Oberacker briefly discussed alternate uses of the highway garage property.

Representative McCarty left the meeting.

Bill Mason presented a draft letter to MJT of New York, Inc. (Spectra Engineering) for the committee to provide feedback.

Rich Brimmer requested approval to allow all funds from the sale of surplus equipment to be returned to Highway equipment line 0000-2665-DM (sale of equipment). Representative Wilber moved for approval. Seconded, Lapin. Total: 2,247; Ayes: 1,872; Absent: 375 –McCarty. Motion carried.

Rich Brimmer requested approval to purchase two John Deere tractors with sickle bar mowers not to exceed \$90,000 from 5130-2000-DM (Equipment) CHIPS. Representative Farwell moved for approval. Seconded, Oberacker. Total: 2,247; Ayes: 1,872; Absent: 375 –McCarty. Motion carried.

Rich Brimmer requested to purchase the following equipment from 5130-2000-DM using CHIPS funds:

- (1) Semi Tractor not to exceed \$135,000
- (1) Front End Bucket Loader not to exceed \$170,000
- (1) Brush Chipper not to exceed \$61,000 instead of a boom mower previously budgeted at \$65,000
- (1) Excavator not to exceed \$185,000
- (1) one ton flatbed Sign Truck and Equipment not to exceed \$50,000

Representative Lapin moved for approval. Seconded, Farwell. Total: 2,247; Ayes: 1,872; Absent: 375 –McCarty. Motion carried.

Rich Brimmer requested approval to purchase (1) boom mower for challenger tractor not to exceed \$65,000 and (1) one ton dump patrol truck not to exceed \$45,000 both from 5130-2000-DM, funds to come from the sale of surplus equipment. Representative Farwell stated the need to standardize the process of the sale of surplus equipment. The committee discussed making it open to all municipalities before going to auction and setting a reserve. The committee will discuss further with the County Attorney. Representative Wilber moved for approval of the aforementioned purchases provided the sale of surplus equipment sufficiently covers the cost of the new equipment. Seconded, Lapin. Total: 2,247; Ayes: 1,872; Absent: 375 –McCarty. Motion carried.

Rich Brimmer requested approval to declare the following vehicles as surplus:

1998	2	Ford 750	Single axle (Sander)
1977	195	Entrye	Stone Chipper
1990	182	John Deere	Loader
1995	37	Mack (Single Axle)	Sander
2004	39	Ford	F350 Dump Truck
2008	43	Ford	Escape 4x4
2002	29	Ford Crew Cab / Utility Box	F350 Pickup
2006	30	Ford	F350 Dump Truck
2006	23	Ford	F350 Dump Truck
2002	70	Ford	F150 Pickup
1992	38	International 2579	Water Truck
1988	133	Case	Tractor
1985	131	Ford	Tractor/Mower
1983	139	Ford	Tractor/Mower
1996	145	Ford	Tractor/ Mower
1990	140	John Deere	Tractor/ Mower
1997	147	Ford	Tractor/ Mower

Representative Wilber moved for approval to declare the vehicles as surplus to be disposed of at auction or by other appropriate means. Seconded, Oberacker. Total: 2,247; Ayes: 1,872; Absent: 375 –McCarty. Motion carried.

Bill Mason requested approval to fill a Garage Supervisor position due to a resignation. Representative Wilber moved for approval. Seconded, Farwell. Total: 2,247; Ayes: 1,872; Absent: 375 –McCarty. Motion carried.

Bill Mason requested approval to fill an Auto Mechanic position due to a resignation. Representative Farwell moved for approval. Seconded, Lapin. Total: 2,247; Ayes: 1,872; Absent: 375 –McCarty. Motion carried.

Bill Mason presented the proposal from Delta Engineers regarding E/A services for garage demolition. The committee discussed the future of the highway facility.

BUILDING SERVICES –DOUG CZERKIES

Doug Czerkies gave an update on the repairs currently in progress at the main Highway building stating he is making arrangements for temporary heat to be provided in order to maintain working conditions. The committee discussed the purchasing policy and the procedure to declare an emergency. Doug Czerkies requested approval to declare the loss of heat at the main Highway building an emergency. Representative Wilber moved for approval to declare the situation an emergency that needs to be acted upon immediately and authorized Doug Czerkies to take the necessary action to remedy the situation. Seconded, Oberacker. Total: 2,247; Ayes: 1,872; Absent: 375 –McCarty. Motion carried. The committee encouraged Doug Czerkies to continue to follow the procedure as outlined.

The committee discussed the process of how to fill vacant positions more efficiently. Doug Czerkies requested approval to fill a soon to be vacant cleaner position. Representative Farwell moved for approval of filling the positions pending approval from the Personnel Officer and the Treasurer. Seconded, Wilber. Total: 2,247; Ayes: 1,872; Absent: 375 –McCarty. Motion carried.

Representative Oberacker stated he is planning a visit to Onondaga County in order to become more familiar with the purchasing policy and procedure. The committee discussed how the purchasing process can improve going forward.

There being no further business to discuss, the committee adjourned until Thursday, February 15th at 2 p.m. at the County Office Building.