

PUBLIC WORKS COMMITTEE
OBERACKER, MCCARTY, FRAZIER, FARWELL, WILBER
March 19, 2020
1:00pm

Also Present: Board Chair Bliss

Representative Farwell and Representative Wilber attended the meeting via video conference.

Representative Oberacker attended the meeting via conference call.

Absent: Representative Frazier

BUILDING SERVICES—KIM FIRENZE, JOHN POSH, and TREASURER ALLEN RUFFLES

Kim Firenze, Office Specialist, John Posh, Maintenance Mechanic, and Treasurer Ruffles discussed various project updates on County owned properties, including but not limited to:

- Courthouse fans repaired and both hot water heaters replaced
- Henderson-Johnson Co. is scheduled to complete repairs to the County Office Building roof in spring
- Department of Social Services on the 3rd floor of the County Office Building have completed their office moves

Kim Firenze discussed repairs to the Gilbertsville salt shed roof, including but not limited to repairs to the soffit, fascia, and trusses. Representative Wilber motioned to approve Park Lane Construction, LLC to complete repairs in the approximate amount of \$4,800, and to provide an engineer certification on any structural work. Seconded, Farwell. Total: 2,338. Ayes: 1,899. Absent: 439—Frazier. Motion carried.

Kim Firenze discussed heating system controls and card swipe/entrance security systems, as the personnel working on system management has changed due to the Director of Building Services position being vacant (due to retirement). Kim Firenze requested approval to schedule training from Kelley Bros. in the amount of \$396 for training on the card swipe/ entrance security system. Representative Farwell motioned to approve the training expense. Seconded, Oberacker. Total: 2,338. Ayes: 1,899. Absent: 439—Frazier. Motion carried.

Treasurer Ruffles and the Committee discussed the investment grade audit of County properties completed by Trane in 2019. Treasurer Ruffles

requested guidance regarding how to proceed. Kim Firenze said the proposed contract agreement with Trane is available for review in her office if additional specific information is required. The Committee was in consensus that additional specific review of the agreement was necessary, including but not limited to financing options, recent and evolving changes to County finances with regard to the coronavirus, and requested Treasurer Ruffles please seek more information.

Representative Oberacker briefed the Committee on an all-hands meeting that he had with Building Services, where sanitation procedures and other topics were discussed. The Committee discussed staffing challenges with regard to the NYS Governor's executive order to reduce staff populations, and essential functions that still need to be completed.

PERSONNEL—PENNEY GENTILE

Penney Gentile, Personnel Officer, requested approval to reclassify, create, fund, and fill a Business Office Manager Position in Building Services. The Committee was in consensus that they would like to inquire further about the duties and classifications within the department as a whole, especially as the Director of Building Services position search is on-going. The Committee said they would like to revisit the topic in the future.

Penney Gentile reported that she has received several in-house and external applications for the Director of Building Services position, and that the application filing deadline for the position is March 31, 2020. The Committee requested Ms. Gentile please send applications to the Committee for review (after the March 31, 2020 filing deadline has passed).

HIGHWAY—SUPERINTENDENT RICH BRIMMER

Superintendent Rich Brimmer emailed the Committee the consent agenda prior to the meeting, presented as follows:

- Approval to accept all bids for sand, stone, and gravel from bid OTGOV-001-20, and approval to purchase off of same bid not to exceed the budgeted amounts in Asphalt/Stone/Sand/Oil 5110-4570-D, Sand and Sand 5142-4555-D, and CHIPS Capital Maint. 5113-2121-D
- Approval to purchase materials and services off bid OTGOV-00-20 (HMA FOB) for paving projects not to exceed the budgeted amounts in Asphalt/Stone/Sand/Oil 5110-4570-D and CHIPS Capital Maint. 5113-2121-D

Representative Wilber motioned to approve of the consent agenda as listed above. Seconded, Farwell. Total: 2,338. Ayes: 1,899. Absent: 439—Frazier. Motion carried.

Superintendent Brimmer gave the following departmental updates, including but not limited to:

- new grader was delivered on March 17, 2020
- crews have been cutting trees and cleaning ditches as weather permits
- the CR 54 project is currently being re-reviewed by DOT, the department is ready to proceed as soon as possible
- Salt bid OTGOV-010-20 is due back March 31, 2020
- CR 16 Bridge NY OTGOV-004-20 are due back on March 20, 2020

The Committee and Superintendent Brimmer discussed the recently purchased excavator, and adding it to the Highway department's inventory list.

Superintendent Brimmer briefed the Committee on how the Highway department has shifted personnel hours to decrease staff contact during the coronavirus outbreak, and sanitation procedures in County owned vehicles.

TOWER MANAGEMENT

The Committee discussed AT&T's offer to buyout their lease on the Cornish Hill Tower. The Committee was not in consensus about whether or not to accept the offer, and the discussion included considerations about using the buyout funding for much needed County infrastructure projects, specific language in the agreement, and whether the buyout amount is fair market value.

There being no further business to discuss, the Committee set their next regularly scheduled meeting date for Thursday, April 16, 2020 at 1:00pm at the County Office Building, and adjourned.