

**PUBLIC WORKS COMMITTEE
OBERACKER, MCCARTY, FRAZIER, FARWELL, WILBER
JANUARY 21, 2020**

COOPERSTOWN CHAMBER OF COMMERCE—TARA BURKE

Tara Burke, Executive Director of the Cooperstown Chamber of Commerce, distributed her business card and the program from the 2019 Artisan Festival. Ms. Burke requested approval to use the exterior grounds of the County Office Building for the Artisan Festival again in 2020, which is scheduled for Labor Day weekend. Representative McCarty motioned to approve the Cooperstown Chamber's use of the exterior grounds of the County Office Building for the Festival in 2020. Seconded, Wilber. Total: 2,338. Ayes: 2,338. Motion carried.

OTHER

Representative Oberacker presented a letter to the Committee from the Schulyer Lake Congregation of Jehovah's Witnesses requesting continued approval to setup a literature display cart at the entrance of the parking lot of the County Office Building on Mondays from 10am—2pm, and at the entrance of the parking lot of the Annex Building on Chestnut Street on Saturdays from 10am—12pm, during the 2020 calendar year. Representative Wilber motioned to approve the use of County property for the literature display cart as requested above. Seconded, McCarty. Total: 2,338. Ayes: 2,338. Motion carried.

TOWER MANAGEMENT

The Committee reviewed tower management options, including but not limited to: tower management was RFPed three (3) times with responses from primarily two (2) companies, the County Attorney will review the specifics of the contracts, proposed buy-out offer vs. continuing lease options, and continued discussion of companies that provide tower management and/or consulting services. Representative Farwell requested a copy of the RFP document, and Representative Oberacker said he would inquire further with the County Attorney.

SHERIFF—SHERIFF DEVLIN, and MARK KUKUVKA and JODY ALLEN of LABELLA via conference call

Mark Kukuvka and Jody Allen of LaBella, via conference call, reviewed information regarding the water system at the Public Safety Building, including but not limited to:

- summary of information contained in the 2014 water & sewer report

- water quality concerns
- the water storage tank needs maintenance including the removal of sediment
- the fire suppression system needs maintenance as related to the sediment in the water storage tank
- developing required redundant water sources either through bringing a previously developed well back online at the Meadows and/or drilling a new well
- estimated quotes for expenses: recondition the water storage tank in the approximate amount of \$31,200, drill a new well in the approximate amount of \$75,000 (dependent on available water sources)
- Sheriff Devlin requested a plan to address the water issues.

Ms. Allen inquired whether or not the Committee would like to review the Public Safety Building septic system at this time, and Representative Oberacker said the Committee would like to focus primarily on addressing the water system concerns.

Mr. Kukuvka and Ms. Allen exited the meeting via conference call.

Sheriff Devlin reported the NYS Commission of Corrections has implemented the standard requirements for a newly constructed facility for the Public Safety Building, requiring additional work to be completed. Some additional work to be completed includes approximately \$18,000 for flooring repairs, \$25,000 for plumbing repairs, and replacing a water heater in the approximate amount of \$23,437, with the total amount of the additional work estimated at \$66,437. The Committee discussed the emergency declaration for repairs and contracting for time and materials. Sheriff Devlin said there is funding available in the Kitchen Renovation budget.

Representative Farwell motioned to approve expenditures under the emergency declarations, as identified by the department of Corrections, listed as follows:

- \$18,000 for flooring
- \$25,000 for plumbing
- \$23,437 for a hot water heater

Seconded, Wilber. Total: 2,338. Ayes: 2,338. Motion carried.

OTSEGO COUNTY SOIL & WATER CONSERVATION DISTRICT—JORDAN CLEMENTS

Jordan Clements gave the following program updates from the December County Forestry report, including but not limited to:

- the County Forester is continuing to develop forest management plans
- current plan in development: Otsego County #5: William Dickenson Memorial Forest—102 acres in the Town of Unadilla
- plan to address the slow timber market: bundle smaller parcels together in one sale to attract buyers

Mr. Clements said he will work on a draft contract for continued Forester services, as the current contract ends in 2020.

HIGHWAY—DEPUTY SUPERINTENDENT JIM DENEKAMP

Jim Denekamp, Deputy Superintendent, distributed copies of and reviewed the agenda.

Mr. Denekamp presented the following consent agenda, listed as follows:

- Surplus: #81- 2001 Mack tandem dump truck
#44- 2009 Ford Escape
#133- 1988 Case tractor

These units have reached the end of their usable life cycle for the department. Requesting the monies from the sales of these vehicles be placed back into Equipment line 5130-2000-DM. The department will list them for sale in the next county auction.

- Extend bid #8978 with Town and County Bridge & Rail for bridge and culvert repairs not to exceed the budgeted amounts in Local Bridge Repairs 5112-2020-D and CHIPS 5113
- Extend bid #8693 for liquid bituminous materials with Vestal Asphalt, Gorman Bros, and Suit-Kote, not to exceed the budgeted amounts in CHIPS D5113-522500, Asphalt, Stone, Gravel D5100-545700, and Stockpile Patch Material D5112-522250. Some Towns use this bid also.
- Extend bid #8948 with Town and County Bridge & Rail for shotcrete, not to exceed the budgeted amounts in Local Bridge Repairs D5112-522100, CHIPS D5113-522500
- Rebid #8696 for hot mix asphalt (HMA) FOB and equipment. This is the bid for hot mix asphalt related materials, supplies, and rental equipment. Some Towns use this bid as also.

- Rebid #8696 for hot mix asphalt in-place. This is the bid for the contractor placed HMA paving.
- Approve this season's road striping off bid OTGOV-006-19 with O.H. Striping from budget line Centerline/Edgeline Painting D5112-522150, not to exceed the budgeted amount of \$190,000.
- Bid out all the materials and supplies for a box culvert installation on Co Hwy 14. Plans for this project include replacing a flagged bridge with a box culvert, working with DEC to size the box culvert structure, using County staff to complete the project, with total budget of approximately \$125,000.
- Bid out all materials and supplies for a box culvert installation on Co Hwy 17. Similar to the aforementioned Co Hwy 14 project, plans for this project include replacing a flagged bridge with a box culvert, working with DEC to size the box culvert structure, using County staff to complete the project, with total budget of approximately \$125,000.
- Purchase materials and supplies associated with the expansion joint replacements on the Co Hwy 47 bridge, not to exceed \$20,000, from Local Bridge Repairs D5112-522100, and CHIPs D5113-522500. Vendors to be determined after the purchasing process. Plans for this project include using County staff to replace expansion joints that have been damaged and repaired.
- Bid out and purchase delivered road salt. Several Towns and possibly another county interested collaborating on this.

Representative McCarty motioned to approve the consent agenda as presented above. Seconded, Wilber. Total: 2,338. Ayes: 2,338. Motion carried.

BUILDING SERVICES—DOUG CZERKIES

Doug Czerkies, Director of Building Services, distributed a copy of the agenda and gave the following updates, including but not limited to:

County Office Building:

- the active roof leak has been repaired
- working to move DSS back into renovated areas of the 3rd floor
- Treasurer's office: renovations completed including paint and new carpeting

Courthouse:

- new air compressor installed for the pneumatic building control system

Public Safety Building:

- Mr. Czerkies and the Committee discussed concerns with regard to snow removal at the Public Safety Building, including but not limited to staff duties, the 24/7 hours of operation schedule, and staff overtime hours.

Mr. Czerkies requested approval to bid for equipment for snow and ice removal at the Public Safety Building not to exceed \$26,000 (including a budget transfer in the amount of \$8,000). Representative Frazier expressed a consideration that beginning the bid process now would likely mean the equipment would not arrive until after the snow removal season in the spring. Representative Oberacker tabled the request to bid for equipment pending the review of maintenance requirements and/or staff job descriptions at the Public Safety Building.

- Mr. Czerkies reported a fire hydrant was damaged during snow plowing, however the issue has been fixed.

Meadows:

- the Codes department move is underway
- Mr. Czerkies recommended planning for continued Board of Elections office expansion as the Board of Elections is required to have more and more voting equipment which needs security and climate controlled space.

The Committee discussed with Mr. Czerkies water source and quality concerns as discussed earlier on the call with LaBella. Representative Frazier motioned Mr. Czerkies research and draw up a bid to redevelop the well at the Meadows. Seconded, Wilber. Total: 2,338. Ayes: 2,338. Motion carried.

242 Main Street:

- front door is complete with electronic control and accessible entry
- floor installation on-going
- staff parking still to be determined

Doug Czerkies requested approval to fill a soon to be vacant, funded maintenance worker position. Representative Frazier motioned to approve filling the maintenance position. Seconded, McCarty. Total: 2,338. Ayes: 2,338. Motion carried.

Doug Czerkies requested approval to waive the competitive bidding process for local vendors Bruce Hall, Ace Hardware, Munson's, Pickett Building Material, and Drogan Electric Supply for items using commodity code 450-41 up to \$5,000 per vendor, as suggested by the Purchasing Agent until contracts are in place. Representative Frazier motioned to waive the competitive bidding process for the local vendors as listed above, up to \$5,000 each. Seconded, McCarty. Total: 2,338. Ayes: 2,338. Motion carried.

PERSONNEL—PENNEY GENTILE, and MATTHEW RYAN of Roemer Wallens Gold & Mineaux, LLP

Also present: Representative Kennedy

The Committee scheduled their next regular meeting for Thursday, February 20, 2020 at 1:00pm at the County Office Building.

Representative Wilber motioned to enter into executive session to discuss the matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or persons. Seconded, Farwell. Total: 2,338. Ayes: 2,338. Motion carried.

The Committee adjourned while in executive session.