



PUBLIC WORKS COMMITTEE MINUTES

July 2, 2018 - Time: 3:00 pm

Location: Municipal Building, 20 Ontario Street

Room 200

Canandaigua, NY 14424

MEMBERS PRESENT:

Chairman Frederick Lightfoote, Supervisor Peter Ingalsbe, Supervisor Richard Russell, Supervisor Dominick Vedora, Supervisor Norman Teed, Supervisor Ted Bateman, Supervisor Louis Guard

OTHERS PRESENT:

In addition to Committee members: Mary Krause, Brian Young, Mary Gates, Supervisor Jack Marren, John Berry, Tim McElligott, Tom Harvey, Betsy Landre, Tim Jensen, Jenifer Langer, Peter Brown, Jeff Harloff, Debra Trickey, Nellie Puma, Donna Tiffany

CALL TO ORDER:

The meeting of the Public Works Committee was called to order at 3:00 PM by Chairman Lightfoote.

MINUTES:

Supervisor Russell motioned to approve the minutes from the June 11, 2018 meeting, seconded by Supervisor Ingalsbe. All members in agreement.

PLANNING

CAPITAL PROJECTS:

CP 3 – 2013 – 74 Ontario Street Phase II Renovations: Update

- Ms. Landre thanked project team for all the work completed while she was on vacation
- Building and Grounds is installing shelving in the Highway garage for evidence – working on purchasing evidence boxes
- Swing Space – Buildings and Grounds working on moving departments to the appropriate space
- Mr. Harvey working on finding space for Board of Elections at County Transportation Center
- Mr. Jensen working on securing space at 3010 for primary voting machines and space at Town of Farmington for remainder
- Mr. Rafferty working on asbestos award for late July or early August
- Needs to be early demolition package to meet schedule
- Staff working on construction package
- Design documents delivered to project team for comments
- The Pike Company will be developing cost estimate

Supervisor Ingalsbe motioned to approve the Resolution Authorizing Budget Transfer and Contract Amendment 3 With QPK Design, LLP for Professional Consultant Services Separate Demolition Package for CP 3 2013 – 74 Ontario Street Phase Renovations Phase II. Supervisor Guard seconded the motion. All members in agreement.



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Supervisor Teed motioned to approve the Resolution for Authorization to Enter Into a License Agreement With Town of Farmington and Budget Transfer for CP 3-2013 – 74 Ontario Street Renovations Phase II. The Town of Farmington has offered to allow the County to store up to 70 electronic voting machines in five rooms in the basement of the Farmington Town Hall at a cost of \$50.00 per month, plus the carpeting of one room approximately 40 sq. yards. This agreement will commence on August 1, 2018 and terminate on July 31, 2020 for a cost not to exceed \$3,000.00. Supervisor Russell seconded the motion, with Supervisor Lightfoote, Supervisor Bateman, Supervisor Vedora, and Supervisor Guard in agreement. Supervisor Ingalsbe abstained from voting.

PLANNING: CAPITAL PROJECT PAYMENTS:

Supervisor Russell motioned to approve the capital project payments, seconded by Supervisor Guard. All members in agreement.

DEPARTMENT OF PUBLIC WORKS CAPITAL PROJECTS

Supervisor Vedora motioned to approve the Resolution for Return of Funds to Reserve for CP 13-2015 – Multiple Culvert Replacements. \$401,238.55 will be returned to the D Fund Reserve for Roads and Bridges. Supervisor Ingalsbe seconded the motion. All members in agreement.

Supervisor Vedora motioned to approve the Resolution for Precast Concrete Light Pole Bases Award of Bid for CP 6-2008 – Highway Safety Improvements. Mr. McElligott reported there will be 32 beacons installed at 6 intersections in the County. These bases cost \$429.00 each. Supervisor Guard seconded the motion. All members in agreement.

CAPITAL PROJECT PAYMENTS:

Supervisor Teed motioned to approve the capital project payments, seconded by Supervisor Russell. All members in agreement.

FLEET:

Supervisor Russell motioned to approve the Resolution for Acceptance of Bid for Purchase of Lubricants from BWE, LLC. Supervisor Vedora seconded the motion. All members in agreement.



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HIGHWAY:

Supervisor Vedora motioned to approve the Resolution for Authorization to Execute Encroachment Agreement – Town of Farmington, County Road 41. Mr. McElligott reported Town of Farmington has requested the County to grant a right of encroachment for the purpose of constructing a sidewalk located on the south side of County Road 41 near the Auburn Trail. Supervisor Bateman seconded the motion with Supervisor Lightfoote, Supervisor Teed, Supervisor Russell, Supervisor Guard in agreement. Supervisor Ingalsbe abstained from voting.

Supervisor Russell motioned to approve the Resolution for County Road 39 Rehabilitation and County Culvert Replacements for Environmental Services. Mr. McElligott reported staff needs assistance with required environmental screening services in order to complete the SEQR process for this project. Lu Engineers submitted a proposal for environmental services for a cost not to exceed \$9,800.00. Supervisor Teed seconded the motion. All members in agreement.

Supervisor Teed motioned to approve the Request to Withdraw Project and Return Public Assistance Funding. Mr. Berry reported the County submitted an application to FEMA in the amount of \$19,532 to replace four culverts that were damaged by May floods in 2014. The application was approved and FEMA set a completion date for the work at July 8, 2018. Mr. Berry reported he inspected the four culverts and it does not appear any of the proposed work has been completed. Department of Homeland Security and Emergency Services is recommending the County submit a request to withdraw the project. DHSES will submit the request to FEMA. After FEMA approves the request, DHSES will send a request to the County for funds to be returned. Committee agreed this is the right thing to do. Supervisor Ingalsbe seconded the motion. All members in agreement.

Supervisor Vedora motioned to approve the Resolution for Unified Planning Work Program (UPWP) County Road 16 Pedestrian and Bicycle Accommodations Feasibility Study – Authorization of No-Cost Time Extension With Barton & Loguidice. Mr. Berry reported another Public Meeting will be held in August. Supervisor Russell seconded the motion. All members in agreement.



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BUILDINGS AND GROUNDS:

Supervisor Teed motioned to approve the resolution for Award of Bid For Painting Exterior Window Frames at Ontario County Jail to Patrick J. Cary, Inc. in the amount of \$19,740.00. Supervisor Bateman seconded the motion. All members in agreement.

Supervisor Ingalsbe motioned to approve the Resolution to Authorize Contract Amendment for Janitorial Services – NYSARC, Inc. Ontario County Chapter (D/B/A/ Ontario ARC). Supervisor Russell seconded the motion. All members in agreement.

COUNTY ADMINISTRATOR UPDATE:

Ms. Krause reported:

- Report from Blue Zone will be presented at the July 12 Board of Supervisor meeting
- June 26 – Not for Profit Summit meeting – 70 people attended – well presented
- June 28 – Shared Services moving forward
- A support letter from the County for grant funding will be submitted to the NYS DOT TAP program for sidewalks and ramps located in the Town of Farmington
- Next Public Works Committee meeting scheduled for July 23 will be held at 3019 County Complex Drive Room 205.

PRIVILEGE OF THE FLOOR:

The Emergency Management office is requesting to repurpose a 2011 Tahoe that was used by the Director/Fire Coordinator. Mr. Harloff has received a newer vehicle. He would like to provide the County EMS Coordinator with the 2011 Tahoe to have the proper equipment and vehicle markings when responding to emergency incidents. The Public Safety Committee supports this request. Supervisor Teed motioned to increase the County fleet by 1 vehicle and keep the 2011 Tahoe for the EMS Coordinator, seconded by Supervisor Ingalsbe. All members in agreement.

Mr. McElligott reported C&S Engineers will be used through the on-demand resolution for engineering services on 4 entrances on County Road 41 for the Hathaway Corners subdivision. The amount of \$5,500.00 will be added to the Highway Work Permit so the County receives the funds back.



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ADJOURNMENT:

Being no further business to come before the Committee, the meeting was adjourned at 4:05 PM following a motion by Supervisor Ingalsbe. Supervisor Bateman seconded the motion. All members in agreement.

The next scheduled meeting is July 23, 2018.

Respectfully submitted,

Donna Tiffany
Finance Clerk II