

**PUBLIC WORKS
COMMITTEE MINUTES
December 3, 2007**

ATTENDANCE: Hon. Legislator Steve Cuddeback, Chair, Hon. Legislator Michael Lepak, Hon. Legislator Raymond Lockwood, Hon. Legislator Christopher Palermo, Hon. Legislator David Pappert, Hon. Legislator Francis Mitchell, and the Hon. Legislator Peter Tortorici

EXCUSED: None.

OTHERS PRESENT: Wayne Allen, County Manager, Hon. Legislator George Fearon, Chairman, Hon. Legislator-Elect Michael Chapman, Hon. Legislator-Elect Roger Mills, Hon. Legislator-Elect Daniel Sincebaugh, Steve Johnson, Information Technology Coordinator, Michael Pawlenko, Superintendent of Buildings and Grounds, Gary Duckett, Park Maintenance Supervisor, George Wethey, County Highway Superintendent, Frank Kobliski, Director of CENTRO, Darlene Lattimore, Board Member of CENTRO, Bill Hudson, Manager of CENTRO, Steve Share, Senior Vice-President of Administration and Finance of CENTRO, and Lisa Sigona, Recording Secretary

CALL TO ORDER: Hon. Legislator Steve Cuddeback, Chair, called the Public Works Committee Meeting to order on Monday, December 3, 2007, at the Cayuga County Office Building, Caucus Room 1, 6th Floor at 6:59 p.m.

MINUTES TO APPROVE: Hon. Legislator Cuddeback asked for a motion to approve the Public Works Committee Meeting Minutes of November 14, 2007. Motioned by Hon. Legislator Lockwood, seconded by Hon. Legislator Tortorici. All members present voted in favor of the motion to approve the minutes as is.

APPOINTMENTS AND RE-APPOINTMENTS: None.

RESOLUTIONS:

HIGHWAY DEPARTMENT:

- 1.) Authorization to fill a Working Foreperson Position within the Highway Department. **Motioned by Mr. Pappert, seconded by Mr. Tortorici. Unanimously all in favor, passed.**
- 2.) Authorization to fill General Highway Supervisor's Position. **Motioned by Mr. Pappert, seconded by Mr. Lockwood. Unanimously all in favor, passed.**

CAYUGA COUNTY PARKS AND TRAILS:

- 3.) Authorizing the Parks and Trails Department to Advertise and Fill the Position of Museum Director PT from a Certified List of Eligibles. **Motioned by Mr. Lockwood, seconded by Mr. Pappert. Discussion: Salary is budgeted in the tentative 2008 budget as \$11,083. Unanimously all in favor, passed.**
- 4.) Approving 2008 Agreement with Friends of the Sterling Nature Center, Inc. **Motioned by Mr. Pappert, seconded by Mr. Lockwood. Unanimously all in favor, passed.**
- 5.) Authorizing the Parks and Trails Department to Fill the Position of Seasonal Museum Assistant. **Motioned by Mr. Lockwood, seconded by Mr. Pappert & Mr. Tortorici. Discussion: There were three (3) applicants, the 1st and 2nd were not qualified. The position was advertised. Unanimously all in favor, passed.**
- 6.) Amending Resolution 655-07 authorizing the Ward W. O'Hara Agricultural Museum to do a makeover of the courtyard of the museum including the reconstruction of the Herb Garden and to transfer additional funds from the Ag Museum Budget into Capital H #07-03 for this project. Also amending the Capital H to include three concrete display pads on the south side of the museum. **Motioned by Mr. Tortorici, seconded by Mr. Lockwood. Discussion: \$4,000.**

The anticipated money was to be gotten back in June but instead came in November. The lowest bid \$24,642. Soil & Water may be able to complete the Courtyard for \$21,500. Unanimously all in favor, passed.

BUILDINGS & GROUNDS DEPARTMENT:

- 7.) Authorize the remediation and stabilization of flaking lead base paint in the Mental Health area of the Historic Post Office. **Motioned by Mr. Lockwood, seconded by Mr. Pappert. Unanimously all in favor, passed.**
- 8.) Authorize the remediation and stabilization of flaking lead base paint and abatement of two (2) section of asbestos-containing pipe insulation in the WIC Office rear stairwell. (2/3) **Motioned by Mr. Lockwood, seconded by Mr. Pappert. Unanimously all in favor, passed.**
- 9.) Authorize the remediation and stabilization of flaking lead base paint in the Court area of the Historic Post Office. (2/3) **Motioned by Mr. Lockwood, seconded by Mr. Pappert. Unanimously all in favor, passed.**
- 10.) **PULLED.** Authorize the remediation of pigeon droppings in the tower of the Historic Post Office. (2/3) **Resolution was pulled 12/3/07 Duplication of resolution number 11.**
- 11.) Authorize the remediation of pigeon droppings and flaking lead base paint in the tower of the Historic Post Office. (2/3) **Motioned by Mr. Pappert, seconded by Mr. Lockwood. Discussion: Right hand tower. Hazardous waste, there are approximately 25 pounds of droppings a year. The abatement firm is doing the project monitoring for approximately \$6,700 and there will be a transfer of funds from 1622.400.024 (budget line item) to the Old Historic Post Office budget. Unanimously all in favor, passed.**

NOTE: Resolutions #7, 8, and 9 were bundled for the vote and discussion. Discussion: There will be transfers of monies from the Hardenburgh Budget line items 1622.400.023 and 1622.400.024 (gas & electric budget line items) that will be transferred to the Old Historic Post Office budget. The costs are 100% reimbursed as follows: \$4,390 from Mental Health; \$7, 100 from the Courts; and \$3,055 from WIC.

COMMITTEE DISCUSSION:

CENTRO – Frank Kobliski, Director

Three documents were handed to Committee Members from the CENTRO staff: 1) 2006-2007 Annual Report of the Central New York Regional Transportation Authority; December 3, 3007; 2) CETNRO of Cayuga, Inc. Report to the Public Works Committee of the Cayuga County Legislature; and the 3) Required County Funding to Match NYS STOA* Funds Central New York Regional Transportation Authority (CNYTRA).

The main topic discussed regarding CENTRO had to do with the County and City sharing the cost of the funding at an estimate of \$81,200 each. The City Manager, Mr. Palesh, is telling the County that there was only a verbal agreement, no contracts were signed and that the City is not obligated share costs of the CENTRO funding. The County is mandated to pay for the costs of CENTRO funding to be in compliance with Section 8B of New York State Transportation Law, whereas all counties are legally responsible for making the required matching payments to CNYRTA. The City and the County in the past have always had an agreement to split the costs, until this year. Mr. Palesh said there is nothing to hold the City to the agreement since no contracts and/or documents can be found with signatures from both parties to have the City of Auburn contribute to these funds, even though the City has the majority of riders on the CENTRO bus line services.

There was some discussion regarding reduction in services, but Mr. Pappert felt that this discussion was out of line to be bringing up such discussion, when the CENTRO people had nothing to do with the fact that the City is not forthcoming in sharing the costs for next year.

The Committee asked Mr. Allen to go see Mr. Palesh in regards to this issue. If the City does not contribute the County will be liable for the full cost of \$162,395.80.

Information Technologies Update – Steve Johnson

Mr. Johnson updated the Committee on the website monthly report. The site has been very busy. There are fifty-three (53) service calls open. The IT department has recycled the electronic waste, which took approximately three to four hours of time.

Mr. Johnson talked about the fireproofing, wiring and ceiling in the room that will be holding all the computer equipment. The cost will be approximately \$700 and \$500 of that is covered by grant money.

Mr. Johnson discussed the financial software package and the need for space for training and a room for the Munis people that will be coming in to help set up the financial software. It was discussed that the 5th floor conference room can house the Munis Staff while they are doing the set-up. The training will be done in Caucus Room 2 on the 6th Floor since the wiring is already there from when the Board of Elections utilized that area last year. Mr. Johnson also discussed the specifications with Munis and that it will cost \$20,000 to \$25,000, which is not in the budget, for hardware needs to comply with the software needs. Mr. Allen sent out a memo on Mr. Johnson's behalf requesting the 5th Floor Conference Room. Mr. Mitchell had concerns regarding the \$30,000 for professional services. He wants to make sure the County is setting the system up right, i.e. internal controls to agree with the financial software.

Buildings and Grounds Department Update – Michael Pawlenko

Mr. Pawlenko updated the Committee on the County Office Building Heating Project, which is on time and on schedule.

The Old Historic Post Office Boiler Project is basically done. The only thing left to do is replace the outside door.

The Courthouse: Judge's Chambers is coming along quite nicely with Mitch Brown, Mobile Work Crew Leader. The Courts are happy with the remodeling of the bathroom and kitchenette. Mr. Pawlenko informed the Committee that two (2) of the work crew employees have gotten jobs out of their experience working with the work crew for the County.

The Hardenburgh Building: Veterans Department move was done on November 21, 2007.

Mr. Pawlenko wants to introduce a resolution for a new cleaner that is budgeted in the 2008 budget, pending anticipated 2008 budget being adopted. The position will be partially funded by the State at 75%. Mr. Lockwood asked the resolution wait until the 2008 budget is formally adopted by the Legislature. Mr. Pappert felt a position cannot be created that is not funded, therefore, the resolution would have to wait until December 18th for the full legislative floor.

Mr. Pawlenko requested the Committee allow him to carryover three (3) vacation days into 2008. **Motioned by Mr. Lockwood, seconded by Mr. Pappert. Unanimously all in favor, passed.**

Highway Department Update – George Wethey

Mr. Wethey updated the Committee on the cutting of trees and snow & ice removal. The Dispatchers have been hired for the 24/7 Operation that the winter season requires to have for weather conditions. Mr. Wethey informed the Committee on the personnel status of the department of eight (8) resignations; six (6) retirements; one (1) death and one (1) employee looking elsewhere for employment.

Cayuga County Parks and Trails Department Update – Gary Duckett

The following is what Mr. Duckett handed out to the Committee:

List of Projects Cayuga County Parks and Trails would like to accomplish, 12-10-06 Updated Status after Parks Commission Meeting of 10-24-07

Emerson Park

1. Spray pad and better playground on island. After this happens perhaps we could put up the old merry-go-round again and install the train. (We are in the process of improving the power to the island right now). **Status: Power done, others nothing as of yet. Currently do not recommend a spray pad.**

- Would love a “Destination Playground”. Parks Commission: Playground would be a good addition to the park. The spray pad is a concern because of ongoing maintenance.**
2. Make a concession stand and restroom on the East End of the seawall shelter. Perhaps a portable concession stand that could be moved to areas in the park with activities. **Parks Commission: This could be a good idea down the road but not till we boost attendance.**
 3. Circular driveway to the pavilion for better access. Perhaps could be a stone road. **Status: Requested Capital Plan includes money for this in 2013. Also see pavilion thoughts item 6 below. Parks Commission: Good idea.**
 4. Power and Water to the conservation shelter. **Status: Power is installed, still need to run the water.**
 5. Exercise trail. A suggestion was made to consider the area from White Bridge to the high school now that the new bridge is in place. **Status: Requested Capital Plan includes money for this in 2013 also see item 15 below.**
 6. Winterize the pavilion; insulate, thermo pane windows, etc. Would allow AC in the summer. Perhaps there would be grants for this since it would save energy. **Status: Requested Capital Plan has money for the pavilion but concentrates on maintenance not improvements. Peter Tortorici is working with Assemblyman Finch’s office to find out about the \$50,000 Grant we heard about last year. Parks Commission: The pavilion should be a priority for the park.**
 7. Stands for vendors.
 8. New Little League building. (Complete).
 9. Construct a restroom and kitchen on the rear of the log cabin near the Ag Museum. The restrooms would be accessible from inside the building and outside providing public restrooms on that side of the road. This restroom would serve the soccer field and the disc golf course. **Status: Requested Capital Plan includes money for this in 2011.**
 10. Improved power to the island. (This will start in the next few days). **Status: Complete.**
 11. New restrooms in the Ag Museum. (We have a grant for this work). **Status: Complete.**
 12. Renovate main restrooms. (Work in Progress). **Status: Mostly complete, still need to improve handicapped accessibility and privacy.**
 13. New Scene Shop for MGR – to be used for storage at Emerson Park during off-season. **Status: Nearly complete, still need to complete electrical inspection to get certificate of occupancy. Parks Commission: The building is scheduled to be inspected on 10-26-07.**
 14. Continued improvements to the Emerson Park Disc Golf course. **Status: We have completed the back nine and it is in good shape to play!**
 15. Construction of a trail around the entire parameter of the park. **Status: Requested Capital Plan includes money for this in 2013, see item 5 above. Parks Commission: Mr. Schuster advised cross country skiing should be encouraged. Mr. Duckett said this trail would be nearly five miles long and could be used for cross country skiing. Patrons are free to ski around the park at any time.**

Emerson Park Activities

1. Campgrounds – not at this time.

Sterling Nature Center Capital Plans

We need to get the opinion of The Friend's of Sterling Nature Center on this:

1. Find money to match and complete the \$60,000 trail grant. **Status: Parks & Trails has enough money to make the project viable and plan to complete the project in 2008.**

Sterling Nature Center Activities

1. Campgrounds. How do The Friend's feel about this? **Status: There are 5 primitive campsites in the proposed capital plan for 2011. Parks Commission: Paul Kelley suggested a modern campground may be very popular and may generate some revenue.**

Trail System Capital Plans and Activities

1. Get Cato-Brutus Trail opened up with bridges (We just received notification that we have a grant for part of this). **Status: Mr. Duckett is working on the Project management Plan for this project. Plans are to get this going ASAP and complete in 2008. It is included in the Capital Plan for the years 2008 and 2009.**
2. Bring all bridges in trail system up to standards. **Status: Requested Capital Plan includes money for Bridges 7, 8, 9, 4 and 10. Other bridges are ongoing.**

3. What about some trails being designated for ATV use? Is there a way to generate revenue from this?
Status: Will consider again in November 2007 if Oswego's program was a success. Parks Commission: The commission is receptive to this.
4. Better signage on the trails, road markers.

Owasco Flats Capital Plans and Activities

1. Work with Owasco Flats group to improve the flats. **Status: Modest improvements are ongoing. Roadwork in Capital Plan for 2010.**
2. Need to control poison ivy. **Status: There is too much to control.**
3. Control invasive species. **Status: Ongoing.**

West Barrier Bar Capital Plans & Activities - Hold for decision from the state. Status: State said OK!

1. Install large rocks along driveway to prevent people from driving on the beach. **Status: We had the stones delivered to the bar. Will be transferred to the town and village in five years. Parks Commission: Paul Kelley suggested that the Bar could use some more large rocks and some more signage.**
2. Better signage, no swimming etc. **Status: Will be transferred to the town and village in five years.**

Mr. Duckett also noted that the Sterling Nature Center need's a roof that will cost approximately \$14,000, the County cannot let it just fall apart.

Mr. Duckett has requested of the Committee to allow him to carryover two (2) weeks of vacation. **Motioned by Mr. Pappert, seconded by Mr. Lockwood. Unanimously all in favor, passed.**

NEW BUSINESS:

Highway Department – George Wethey

Mr. Wethey asked the Committee if the policy to carry over two (2) weeks' vacation is still in effect for Department Heads or would Department Heads be allowed to request more days be carried over. He has a total of seventeen (17) days vacation left that he has not been able to take and he probably won't be able to take any time off for the remainder of the year at this time. **Motioned by Mr. Lockwood, seconded by Mr. Pappert, to allow the County Highway Superintendent to carry over fourteen (14) days of vacation into 2008. Unanimously all in favor, passed.**

The 2008 Capital Plan for the Highway Department need to include a 10 wheeler dump truck equipped with a snow plow, an air compressor, and a low bed trailer. Mr. Wethey wanted the purchase of the truck will be out of the regular highway budget due to the fact it does not have a twenty (20) year life span.

Mr. Pappert made a motion for the Highway Department to be allowed to purchase one (1) 10 wheeler (cost of approximately \$145,000) from the Fund Balance. Mr. Lockwood seconded the motion. Discussion: The replacement of trucks is a necessity with the Highway Department, the Committee felt they don't want to keep borrowing from the capital plan project for the equipment. Currently the tax levy for 2008 is going to be a half a point lower than it was last year, approximately \$180,000 less than present tax levy. Unanimously all in favor, passed.

The compressor low bed trailer can also be gotten from the fund balance.

Next Public Works Committee Meeting is scheduled for Tuesday, January 8, 2008 at 7:00 p.m.

ADJOURNMENT: Hon. Legislator Michael Lepak motioned to adjourn the Public Works Committee Meeting at 8:00 p.m., seconded by Hon. Legislator Peter Tortorici. All in favor of motion to adjourn carried.

*Respectfully Submitted,
Lisa Sigona, Recording Secretary*

Minutes Approved: 1.8.08