

**Department of Public Works Committee
Meeting Minutes**

**April 12, 2022
Legislature Office**

Attendees: John Papponetti, Lynne Johnson, Bill Eick, Ed Morgan, Jack Welch

Agenda Item	Discussion	Action	Responsible Party
Resolution to Award Bids for Annual Road and Bituminous Materials Bid.	Bids were publicly opened on March 18, 2022 at 11AM in the Legislative Chambers. This resolution awards the low bids for the various road and bituminous materials.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Local Highway School Attendance Request.	Commissioner asked for permission to send Deputy Highway Superintendent Wayne Krull to the Local Highway School hosted by the Cornell Local Road Program.	Committee Approved. Attendance Form Submitted to Clerk of Legislature.	Commissioner of DPW
Resolution for Supplemental Agreement with NYSDOT for Rt. 237 Bridge Replacement Project.	This resolution is to authorize the Chairwoman to sign Supplemental #2 for additional Federal ROW money for the project.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Resolution for Agreement with Trane to Inspect Boiler and Domestic Hot Water Heater for COB South.	The two boilers and one domestic hot water heater have not been inspected since installation in 2019. This agreement is for Trane to inspect and provide annual maintenance for these units. The units will be added to our overall boiler inspection program agreement with Trane in 2023.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Resolution for Agreement with Trane to Inspect Heat Exchangers on Eight RTU's at the PSB.	During our annual maintenance work to the RTU's at the PSB, it was noticed that the heat exchangers are in rough condition. It was recommended to have them inspected this way if repairs are needed, we would have time to get parts ordered and installed prior to the next heating season. Current timeframes and availability of parts is very unpredictable.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Resolution to Fill a vacant Motor Equipment Operator Position.	Commissioner is seeking permission to backfill a vacant MEO position due to a recent resignation. Employee resigned after 7 months of employment and indicated the reason for resigning is for a job that has better pay and better benefits.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Resolution for Term Agreements for Professional Engineering and Architectural Services.	To provide efficiency in securing professional engineering and architectural services for various projects that involve County infrastructure, the Commissioner is recommending approving 3-year Term Agreements with LaBella Associates and Wendel Companies to provide Professional Engineering and Architectural Services on an as needed basis.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Resolution to make Payments through Bond Money for Various Projects.	Payment of invoices for various projects being funded through bond money.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW

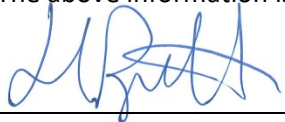
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COB North Chiller Replacement Project Update.	<p>Due to a delay in obtaining necessary parts, there has been a change in the ship date of the new chiller unit. The new projected ship date is July 26, 2022. Due to this delay, we will need to rent a temporary chiller to maintain a comfortable work environment during the timeframe of mid-May to mid-August. Trane has provided an estimate to rent, install and remove a temporary chiller unit for a three month duration. Trane has also offered a 25% discount due to the inconvenience of this delay. The non-discounted price is as follows:</p> <ul style="list-style-type: none"> • \$21,000 – one-time fee for mobilization, electrical/piping infrastructure modifications, and installation/decommission of rental equipment • \$13,200 – monthly fee for the rental equipment (trailer, chiller, pump, hose, cable) • \$4,000 – round-trip freight charges 	Committee Agreed to move forward with the temporary chiller unit. Commissioner to submit a resolution and agreement to Clerk of Legislature.	Commissioner of DPW
Yates Carlton Townline Road Emergency Culvert Replacement Project Update.	<p>The survey and hydraulic evaluation has been completed. Various size and shaped culverts were evaluated. Based on lead time for fabrication and availability of materials, it has been decided to replace the failed culvert with a dual 60” dia. SICPP culvert. The County DPW has this pipe in inventory which will help with speed of construction and getting the road open to traffic. Commissioner is still seeking the assistance from a local contractor to complete certain aspects of this project.</p>	Committee Agreed with the Commissioner’s recommendation. DPW to proceed with the project under an emergency basis.	Commissioner of DPW
DPW Fleet Upgrades.	<p>Last month the Commissioner obtained permission to lease new vehicles as budgeted in the FY2022 DPW budget. The annual lease payment for these vehicles was not to exceed \$21,600. The Commissioner was able to find three vehicles to lease but the FY2022 annual lease payment will be approximately \$1200 over the authorized amount. Commissioner is seeking permission to move forward with the lease of three vehicles with the FY2022 lease payment not exceeding \$21,600 and properly budget for the increase in the FY2022 budget. This change will require a resolution modification in FY2023.</p>	Committee Approved. Commissioner to move forward with leasing three vehicles.	Commissioner of DPW

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Resolution for Fuel Farm Software Upgrade and License Agreement.	Due to the elimination of Internet Explore by Microsoft, we are forced to upgrade our Fuel Farm software program prior to the completion of the Fuel Farm Replacement Project. Without this upgrade, we will no longer be able to operate our Fuel Farm.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
The Interlocal Purchasing System (TIPS-USA).	The Commissioner is seeking permission to register Orleans County for a National purchasing cooperative that offers access to competitively procured purchasing contracts for government agencies. This would be another purchasing tool in our tool box for various services and products. This would be in line with our current memberships to other governmental purchasing coops. There is no fee to join.	Committee Approved.	Commissioner to work with CAO Secretary to register.
Resolution to Purchase New Furniture and Cubical Walls for Clerks Office.	To increase the level of security and provide proper protection to the Clerk's office staff during pandemics, Commissioner is requesting an upgrade to the existing front worker station that receives the general public. The cost of this upgrade is not to exceed \$25,000.	Committee Approved. Resolution and Agreement to be submitted to Clerk of Legislature.	Commissioner of DPW
Resolution to Apply for Multi-Modal Funds through the NYSDOT to Mill and Pave South Holley Road.	Commissioner is seeking permission to submit an application to receive Multi-Modal Funds from NYSDOT to mill and pave South Holley Road from NYS Rt. 31A to NYS Rt. 237 in the Town of Clarendon. Amount of funds totals \$150,000. These funds have been ear marked by Assemblyman Hawley.	Committee Approved. Resolution and Agreement to be submitted to Clerk of Legislature.	Commissioner of DPW
Update on Potential Grant for Emergency Management Building Project.	The DPW in conjunction with Upper Edge Consulting submitted a request to Congresswoman Gillibrand's Office to have the EMO's Building Project be considered for \$2.0M of FY23 Congressionally Directed Funds. If project is accepted, the Commissioner will seek permission to apply for the grant for this project.	No further action required at this time.	

The above information is being submitted by:



John M. Papponetti, PE
Commissioner of Public Works

April 13, 2022

Date