

**Department of Public Works Committee
Meeting Minutes**

**December 6, 2022
Legislature Office**

Attendees: John Papponetti (via Zoom), Craig Lane, Lynne Johnson, Bill Eick, Ed Morgan, Jack Welch Absent: None

Agenda Item	Discussion	Action	Responsible Party
Resolution & BARF to setup monies for CHIPS.	This resolution and BARF is to set up money in our CHIPS budget due to an increase in funding.	Committee Approved. Resolution to be submitted to Clerk of Legislature.	Commissioner of DPW
Resolution for Supplemental Agreement with NYSDOT for Rt. 237 Bridge Project.	This resolution is to execute a supplemental agreement with NYSDOT for construction phase funds for the Rt. 237 Bridge Project.	Committee Approved. Resolution to be submitted to Clerk of Legislature.	Commissioner of DPW
Resolution to Award the Rt. 237 Bridge Project to CATCO.	This resolution is to award the Rt. 237 Bridge Project to the low bidder (CATCO) and authorize the Chairman to execute the contracts. The low bid amount was \$937,336.05. Available funds for the project is \$897,300. The balance of the funds will be covered under other capital accounts in the 2023 budget if additional funds cannot be obtained from the GTC. The Commissioner will request for the additional funds.	Committee Approved. Resolution to be submitted to Clerk of Legislature.	Commissioner of DPW
Resolution authorizing the filling of a vacant Motor Equipment Operator position.	Due to a promotion, the Commissioner is seeking permission to fill the vacant position.	Committee Approved. Resolution to be submitted to Clerk of Legislature.	Commissioner of DPW
Resolution authorizing the filling of a vacant Auto Mechanic position.	Due to a resignation, the Commissioner is seeking permission to fill the vacant position.	Committee Approved. Resolution to be submitted to Clerk of Legislature.	Commissioner of DPW
Resolution to create and fill two Sr. Building Maintenance Worker positions.	Due to the need to promote and create opportunity for growth, the Commissioner is requesting permission to create two new Sr. Building Maintenance Worker positions. In the chance that these positions are filled with internal Building Maintenance Workers, those positions will be abolished.	Committee Approved. Resolution to be submitted to Clerk of Legislature.	Commissioner of DPW
Discussion for the need to increase Salaries.	The Commissioner mentioned the need to investigate the need to increase salaries across the board in the DPW for the purposes of recruitment and retention. Salaries within the County DPW are not comparable to similar positions within the Town and Village DPW's, or in some cases, other County DPW's. He also mentioned the need to create a stipend for the Fuel Farm Manager and hire a new Code Enforcement Officer due to a resignation.	Chairman asked the Commissioner to compile the data and send it to her. She also mentioned reaching out to Code Officer Gifaldi to gauge his interest.	Commissioner of DPW

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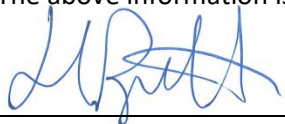
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Resolution authorizing the filling of a vacant Lead Motor Equipment Operator position.	Due to a resignation, the Commissioner is seeking permission to fill the vacant position.	Committee Approved. Resolution to be submitted to Clerk of Legislature.	Commissioner of DPW
Request to open discussions with Union about recruitment and retention within DPW.	Commissioner asked to seek discussions with the Union about ways to improve recruitment and retention (i.e. wages, benefits, flexibility, etc.) due to the difficulty finding qualified candidates for our many open positions, as well as retaining our current hard working and dedicated employees.	The CAO mentioned that there was a meeting scheduled for 12/9, but the last time he looked at his calendar, it had been removed. The Commissioner has been tasked with developing job descriptions and associated salaries for the various job titles to reach these goals. The Commissioner has been working with the Director of Personnel on this task.	Commissioner of DPW
Resolution for the purchase of Bulk Ice Control.	This resolution is to purchase bulk ice control for the winter months.	Committee Approved. Resolution to be submitted to Clerk of Legislature.	Commissioner of DPW
Resolution for REDI Project Payments.	This resolution is to make payments for the REDI Projects.	Committee Approved. Resolution to be submitted to Clerk of Legislature.	Commissioner of DPW
A/C Unit at Jail.	The A/C unit for the visitation room at the jail has reached the end of its useful life. It is no longer repairable. The Commissioner is seeking permission to replace it utilizing available 2022 funds. We are seeking price quotes from Isaac and Trane. We hope to obtain these quotes in time for the 12/19 meeting. If not, it will end up being a 2023 expense.	Committee Approved. Resolution to be submitted to Clerk of Legislature if quotes can be obtained.	Commissioner of DPW
Resolution for the purchase of a Pump for Sanitary Sewer Pump Pit.	The two existing pumps located in the shared sanitary pump pit at the nursing home are in dire need of replacement. The County is progressing design to upgrade the existing pump pit and equipment. In the meantime, one of the existing pumps is operating day-to-day and could fail at any time. The Commissioner would like to purchase a backup pump to have on hand should the pump fail. The lead time for the new pump is a minimum of 8 weeks. The Nursing home has agreed to pay 50% of the cost and has already issued a purchase order. The County's share would be approximately \$3,500.	Committee Approved. Resolution to be submitted to Clerk of Legislature.	Commissioner of DPW

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Resolution for Snow and Ice Control at the Nursing Home.	The County has had an agreement with the Nursing home for snow and ice removal and mowing services since the facility was sold. The Nursing Home has no plans to renew the agreement beyond 2022, but would like to continue the snow and ice removal portion on a month to month basis for the remainder of the winter season. The Commissioner has developed a month to month agreement for January 2023 – April 2023.	Committee Approved. Resolution to be submitted to Clerk of Legislature.	Commissioner of DPW
Update on Past Due Fuel Farm Invoices.	COVA hasn't paid their fuel bill since August 2022. We have contacted the agency and they said that August's check is in the mail. They are looking to have the remainder of their past due bills paid by the end of 2022. They have asked us to bill Mercy starting with December 2022's bill.	Commissioner to keep Legislature updated as invoices are paid/not paid.	Commissioner of DPW
Code Enforcement Officer Update.	Due to a recent resignation, the County no longer has a Code Enforcement Officer on staff. The Commissioner recommended that we reach out to Jeff Gifaldi to see if he would be interested in the part-time position.	Committee Agreed. Commissioner will contact Jeff.	Commissioner of DPW
Resolution for the purchase of a new Forklift.	The County DPW owns two forklifts that are at the end of their useful life. Due to additional revenue obtained through our Auction, the Commissioner is seeking permission to purchase a new forklift and auction off the two existing. Clark Equipment has one available for immediate purchase. Per the CAO and Treasurer, due to supply chain issues, and readily available equipment, the purchase of a new forklift can happen without quoting or bidding.	Committee Approved. Resolution to be submitted to Clerk of Legislature.	Commissioner of DPW

The above information is being submitted by:



John M. Papponetti, PE - Commissioner of Public Works

December 12, 2022

Date