

**Department of Public Works Committee  
Meeting Minutes**

**February 8, 2022  
Legislature Office**

Attendees: John Papponetti, Lynne Johnson, Bill Eick, Ed Morgan, Skip Draper, Fred Miller, Don Allport, John Fitzak, Jack Welch, Lisa Stenshorn

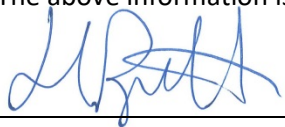
<b>Agenda Item</b>	<b>Discussion</b>	<b>Action</b>	<b>Responsible Party</b>
Agreement with Custom Carpet.	Resolution to execute an agreement with Custom Carpet for new carpet in the Public Defender's Office.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Supplemental Agreement with CHA Consulting for Construction Phase Services.	Resolution to execute a supplemental agreement with CHA Consulting to provide construction phase services for the Yates Carlton Townline Road Bridge Replacement Project.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Proposal for Immersion/Master Plan and Preliminary Design for Public Safety Building and Surrounding Site.	Discussion about a proposal to complete an evaluation/study of the existing PSB and surrounding site to improve operational, space and site deficiencies.	Committee tabled this proposal and would like to schedule a meeting to discuss further. Commissioner to schedule the meeting with the responsible parties.	Commissioner of DPW
Agreement with PubWorks.	Resolution to execute an agreement with PubWorks to purchase, install, train and provide support services for a new Asset Management software program for the DPW.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Agreement with Shred-It.	Resolution to execute an agreement with Shred-It to complete our yearly records purge destruction.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Town Mowing and Snow Removal Contracts.	Resolution to execute agreements with the 11 Towns in Orleans County to provide snow removal and roadside mowing of County roads.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Setting Up Money from 2021 Budget to 2022 Budget.	Resolution to setup money from FY2021 budget to FY2022 budget for ongoing projects.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Retirement of Assistant Superintendent of Buildings and Grounds.	Commissioner of DPW informed Legislature that a reception will be held at the DPW at 2pm on 2/18 as it will be the last day of work before the retirement of the Assist. Superintendent of B&G. It was also discussed to hold off on moving forward with a replacement until the DPW finishes their organizational structure evaluation that is being completed with the CAO.	No action necessary.	
Fuel Farm Manager Stipend.	This discussion was put on hold until the DPW finishes their organizational structure evaluation that is being completed with the CAO.	No action necessary.	
Agreement for the Purchase of a new John Deere Loader.	Resolution for the purchase of a new John Deere Loader from Five Star utilizing government contract. Funding to be provided through CHIPS. No cost to County.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW

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<b>Agenda Item</b>	<b>Discussion</b>	<b>Action</b>	<b>Responsible Party</b>
Approval to Attend a Conference.	Commissioner of DPW is seeking approval to attend the National Association of County Engineers 2022 Annual Conference to be held in Buffalo, NY. The NYS County Highway Superintendents Association is the host. This conference is attended by County Engineers from across the county for the purpose of training, collaboration, and discussing legislative items.	Committee Approved. Meeting Request form to be submitted to Clerk of Legislature.	Commissioner of DPW
Agreement with LaBella for Design of New County Fuel Farm.	Resolution to execute an agreement with LaBella to provide professional design services for a new County Fuel Farm. The existing Fuel Farm has reached the end of its useful life and needs replacement.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Agreement with Trane for New Boilers at COB North.	Resolution to execute an agreement with Trane and transfer money from contingency for the emergency replacement of two boilers at the COB North. The existing boilers are 26 years old and boiler #1 has failed.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Agreement with Emergency Power Systems for Annual Inspection and Maintenance Services for County Generators.	Resolution to execute an agreement with EPS to provide annual inspection and maintenance services for County generators.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Budget Adjustment for Purchase of Peterbilt Dump Truck.	Resolution to BARF money and setup new revenue for payment of a new Peterbilt Dump Truck that was approved for purchase and ordered in FY2021, but didn't take delivery until January 2022 due to manufacturing delays.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW

The above information is being submitted by:



John M. Papponetti, PE  
Commissioner of Public Works

February 11, 2022

Date