

**Department of Public Works Committee
Meeting Minutes**

**October 10, 2023
Legislature Office**

Attendees: Bill Eick, Ed Morgan, Jack Welch, John Papponetti, Craig Lane

Absent: Lynne Johnson

Agenda Item	Discussion	Action	Responsible Party
Assistant Engineer update	Commissioner gave committee an update on the vacant Assistant Engineer position. Commissioner is not actively seeking to backfill the position at this time.	Commissioner to remove position from 2024 budget.	Commissioner of DPW
Request to fill vacant Custodial Worker position	It was with a heavy heart that the Commissioner is seeking permission to backfill a vacant Custodial Worker position due to the unexpected death of an employee.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Refrigerator purchase (BARF) – Veterans Office	This resolution is to request a budget adjustment to purchase a new refrigerator for the Veteran’s office.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
DPW furniture upgrade	This resolution is to approve the purchase of new furniture for DPW staff. This was a budgeted item.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Lakeside Road Bridge deck panel install – Agreement with CP Ward	This resolution is for an agreement with CP Ward to assist the County DPW with the installation of two new deck panels on the Lakeside Road Bridge.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Point Breeze transient dock repairs – Agreement with Empire Marine	This resolution is for an agreement with Empire Marine to reinstall a pile that was out of alignment on the transient dock located at Point Breeze.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
DPW security camera and network connection upgrade – B&G workshop (old mechanic shop)	Commissioner seeking permission to upgrade and install new security cameras at the DPW along with creating a wireless network connection from the main building to the old mechanic shop which is being converted to the new B&G Division workshop.	Committee Approved. No resolution required. Commissioner to process a Purchase Order.	Commissioner of DPW
Letter of intent for purchase of 2 nd Peterbilt 10-wheel dump truck (delivery expected in 2025)	Due to the long delivery schedule for various vehicles and equipment, the Commissioner is seeking permission to issue a letter of intent to purchase a new Peterbilt 10-Wheeler for delivery in 2025. Purchase will be funded through CHIPS.	Committee Approved. Commissioner to draft letter for CAO to sign.	Commissioner of DPW

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Letter of intent for purchase of Road Widener (delivery expected in 2024)	Due to the long delivery schedule for various vehicles and equipment, the Commissioner is seeking permission to issue a letter of intent to purchase a new Road Widener for delivery in 2024. The DPW received a SAM Grant from Assemblyman Steve Hawley in the amount of \$125,000 to offset the total cost. The balance will be funded through CHIPS.	Committee Approved. Commissioner to draft letter for CAO to sign.	Commissioner of DPW
Purchase of Pro-Press tool for repair work at jail	Commissioner is seeking permission to purchase a pro-press to aid in the repair of plumbing at various county facilities, but mainly at the jail. Cost to be less than \$5,000.	Committee Approved. No resolution required. Commissioner to process a Purchase Order.	Commissioner of DPW
Fuel Farm Update	The Commissioner is recommending that the County proceed with replacing the existing fuel farm with a facility that would supply fuel only to the DPW and all other County departments be converted to the Wex program. This is primarily due to the high cost of a new fuel farm. This would also require all outside agencies that purchase fuel out the County facility to seek alternative fueling options.	This item has been tabled for further discussion. Commissioner to schedule another meeting.	Commissioner of DPW
Request from Nursing Home to plow parking lot	Commissioner received a request from the nursing home to enter into a contract for snow removal services. The current contract has expired.	Committee Approved. Commissioner to work with CAO and County Attorney to draft a new contract.	Commissioner of DPW

The above information is being submitted by:



John M. Papponetti, PE - Commissioner of Public Works

October 16, 2023

Date