



TIOGA COUNTY  
DEPARTMENT OF PUBLIC WORKS COMMITTEE MINUTES  
Thursday, May 9, 2024  
9:00 am

- ATTENDANCE
  - Legislators
    - Marté Sauerbrey, Legislative Chair
    - William Standinger, Public Works Committee
    - Ron Ciotoli, Public Works Committee
  - Staff
    - Gary Hammond, Commissioner
    - Barbara Cushman, Secretary to the Commissioner
  - Guests
    - Cathy Haskell, Legislative Clerk
  - Absent
    - Barbara Roberts, Public Works Committee
- APPROVAL OF MINUTES
  - As there was not a quorum present, voting on approval of the minutes of the March 7, 2024 and April 4, 2024 meetings were tabled for the time being.
- FINANCIAL
  - YTD Budget Summary was shared with the committee.
- OLD BUSINESS
  - None
- NEW BUSINESS
  - Mr. Hammond reported on Buildings and Grounds.
    - A pavilion and picnic table were built for the HHS Building.
    - 30 CO2 detectors were installed in all buildings.
    - Several work orders were completed at the Public Safety Building.
    - Buildings and Grounds fabricated a device that would separate good topsoil from sod and stones to make topsoil.
    - Heat lines were drained and 12 shut-offs were installed at the HHS Building.
    - Items that were stored in storage trailers at the DPW Facility were gone through to determine what should be discarded or sent to auction.
    - Mowing operations are ongoing.

# Department of Public Works

477 State Route 96 Owego, NY 13827



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**Gary Hammond, P.E.** Commissioner    **Rich Perkins, P.E.** Deputy Commissioner

- Mr. Hammond reported on the Highway Department.
  - A crossover pipe was changed on Taylor Road.
  - Changing driveway pipes and ditching operations on Stanton Hill Road and Wilson Creek Road are ongoing.
  - Patching operations are ongoing.
  - Tree cleanup was done at various locations.
  - We helped NYSDOT unload 2 variable message boards as a shared service.
  
- Mrs. Cushman reported on Capital Projects.
  - Harnick Road Bridge is in final design phase.
  - Glenmary Drive Culvert is ongoing. A pre-construction meeting is scheduled.
  - The chiller at the Public Safety Building is installed and running. Some controls still need to be installed.
  - We are waiting for approval from the state for Bridge Preventative Maintenance Phase 10. It should be out to bid later this month.
  - Court Annex HVAC Project has been awarded to Postler & Jaeckle.
  - Day Hollow Road Culvert is under preliminary design.
  - East Spencer Road Bridge is under preliminary design.
  - We are waiting for approval from the state for Taylor and Bodle Hill Roads and Day Hollow Spur paving project. It should be out to bid later this month.
  - Glenmary Drive by Thornhollow Road contracts are in process to begin design.
  - Mr. Hammond updated the committee on the HVAC in the 1<sup>st</sup> and 2<sup>nd</sup> floors of the Ronald E. Dougherty County Office Building project. The project is expected to be out to bid this month with a bid opening in June. Anticipated problems include performing installation in occupied spaces.
  - Court Annex HVAC Controls Project is in design phase and should be out to bid this month.
  - The roof at the Court Annex/Clerks building is in design phase with C&S Engineers.
  - Mr. Hammond shared a photo of the new doors for the Court House. The new doors will be installed Juneteenth if weather permits.
  - The Public Safety Building boiler has been received. The boiler will be installed in house.
  - Mr. Hammond stated that the Waverly Mental Health offices are on track with an estimated completion by end of summer this year.
  
- MISCELLANEOUS
  - Mr. Hammond stated that he sold a truck to Newark Valley School District for fair market value.
  - Mr. Hammond showed the committee examples of the acoustical tiles that the NYS Court System would like to have installed in the Court Room. After some

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discussion the committee agreed that we would need to draw up an agreement before they are installed.

- Mr. Hammond stated that he would like to purchase a set of forks for the loader as well as a broom attachment for the skidsteer. Savings were realized in another capital equipment budget line and we would like to transfer funds for these purchases. A resolution will be submitted at our next committee meeting.
  - Mr. Hammond stated that he would like to tear down the red barn at Delphine Street and build a small, automated automobile car wash in its place.
- PERSONNEL
    - Mr. Hammond stated that several Public Works staff were identified in the salary study as being under paid. We have been losing employees to other municipalities that offer a higher rate of pay. It is our intention to bring a resolution to the committee in June to increase their salaries.
  - RESOLUTIONS
    - Authorizing the Implementation and Funding PIN 9754.94
      - Mr. Standinger (aye) Mr. Ciotoli (aye)
    - Authorize Appointment of Deputy Commissioner of Public Works
      - Mr. Standinger (aye) Mr. Ciotoli (aye)

As there was not a quorum present, the resolutions could not be approved. Cathy Haskell, Legislative Clerk stated that they can be presented to the full Legislature at today's Legislative Work Session.

- PROCLAMATIONS
  - None
- EXECUTIVE SESSION
  - None
- ADJOURNMENT
  - The meeting was adjourned at 10:20 am.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Gary Hammond".

Gary Hammond, P.E.  
Commissioner of Public Works