

**STEBEN COUNTY PUBLIC WORKS COMMITTEE**

*Monday, August 3, 2020*

*10:20 a.m.*

*2<sup>nd</sup> Floor Conference Rooms, Annex Building  
Bath, New York*

**\*\*MINUTES\*\***

<b>COMMITTEE:</b>	Robert V. Nichols, Chair Aaron I. Mullen	Frederick G. Potter, Vice Chair Thomas J. Ryan	Jeffrey P. Horton
<b>STAFF:</b>	Jack K. Wheeler Jennifer Prossick Doug Rapalee Andy Morse	Christopher Brewer Tammy Hurd-Harvey Steve Orcutt	Brenda Scotchmer Vince Spagnoletti Lisa Tracy
<b>LEGISLATORS:</b>	Scott J. Van Etten Kelly H. Fitzpatrick Gary B. Roush	Robin K. Lattimer K. Michael Hanna Gary D. Swackhamer	Carol A. Ferratella Hilda T. Lando
<b>OTHER:</b>	Micah Mullen		

**I. CALL TO ORDER**

Mr. Nichols called the meeting to order at 10:20 a.m. and asked Mr. Horton to lead the Pledge of Allegiance.

**II. APPROVAL OF MINUTES**

Mr. Mullen stated he has a correction regarding the comment he made about the paver. The minutes state that I had asked if it would be cheaper to pay \$35,000 to each village, but my intent was not for the County to pay each municipality. I was intending to ask if the County was assisting different municipalities.

**MOTION: APPROVING THE MINUTES OF THE JULY 6, 2020, MEETING AS AMENDED MADE BY MR. MULLEN. SECONDED BY MR. HORTON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**III. LANDFILLS**

A. *Authorization to Bid the Cutting and Sale of Timber at the Bath Landfill* – Mr. Spagnoletti requested authorization to bid the cutting and sale of timber at the Bath Landfill. He stated we have 25 acres that are ready to be harvested.

**MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO BID THE CUTTING AND SALE OF TIMBER AT THE BATH LANDFILL MADE BY MR. HORTON. SECONDED BY MR. POTTER FOR DISCUSSION.**

Mr. Mullen asked will a forester be marking the trees? Mr. Spagnoletti replied yes. They will get paid \$10.00 per acre for management and will also receive 8 percent of the logging bid to oversee the logging.

**VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

B. *Inter-Municipal Agreement with Allegany County* – Mr. Spagnoletti requested authorization to enter into an Inter-Municipal agreement with Allegany County to sell our surplus 2011 recycling baler. The baler is located at the Erwin Transfer Station and we originally paid \$35,000. The machine has 1,000 hours and is pretty well used up. He

requested authorization to sell it to Allegany County for \$2,000. Mr. Nichols asked do we have one to replace it? Mr. Spagnoletti replied yes, we just purchased a new one.

**MOTION: AUTHORIZING AN INTER-MUNICIPAL AGREEMENT WITH ALLEGANY COUNTY FOR THE SALE OF A 2011 RECYCLING BALER TO ALLEGANY COUNTY FOR A PRICE OF \$2,000 MADE BY MR. POTTER. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

C. *Wayland Transfer Station* – Mr. Malter stated with respect to the RFP for a solar farm, my understanding is that Abundant Solar or Abundant Energy has contacted properties **bordering** the transfer station. Are you aware of that? Mr. Spagnoletti replied no. I'll find out what is going on there. Mr. Orcutt stated they are talking to the area landowners to see if there is any interest in a project which would reduce the company's interconnect costs.

Mr. Nichols stated they contacted the Town of Tuscarora and tried to purchase the gravel pit in the Town of Rathbone. Mr. Malter asked with the solar farms, does the County get anything? Mr. Wheeler replied we get a lease payment and they would have to go to the Industrial Development Agency for a PILOT. Ms. Prossick commented the County would also get a reduction in energy costs.

#### IV. **HIGHWAYS**

A. *Major Equipment List Changes* – Mr. Spagnoletti stated in our Major Equipment list for 2020 we had included a Tire Changer for \$4,000 and a Tire Balancer for \$4,000. We did not receive the outside funding we had expected and he would like to amend those items in the budget to reflect a cost of \$8,000 for the Tire Changer and \$8,000 for the Tire Balancer.

**MOTION: AMENDING THE HIGHWAY MAJOR EQUIPMENT LIST TO REFLECT A CHANGE IN COST FOR A TIRE CHANGER FROM \$4,000 TO \$8,000 AND A TIRE BALANCER FROM \$4,000 TO \$8,000 MADE BY MR. MULLEN. SECONDED BY MR. HORTON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

B. *Budget Transfer – Salaries and Wages* – Mr. Spagnoletti explained the entire payroll for the highway department is included in the General Repairs cost center. He requested authorization to transfer \$300,000 into the salaries and wages under the Permanent Improvements cost center, \$250,000 into the salaries and wages under the Maintenance of Bridges cost center and \$250,000 into the salaries and wages under the Snow Removal cost center.

Mr. Mullen asked so does this mean you will be fixing fewer **roads**? Mr. Wheeler explained no. This is the main salary line and all of it is in General Repairs. This transfer is putting those funds where they actually should go. We are just paying the salaries and wages out of the correct cost centers.

**MOTION: AUTHORIZING THE TRANSFER OF \$800,000 FROM THE GENERAL REPAIRS SALARIES AND WAGES LINE ITEM AS FOLLOWS: \$300,000 TO THE SALARIES AND WAGES LINE ITEM UNDER PAERMANENT IMPROVEMENTS; \$250,000 TO THE SALARIES AND WAGES LINE ITEM UNDER MAINTENANCE OF BRIDGES AND \$250,000 TO THE SALARIES AND WAGES LINE ITEM UNDER SNOW REMOVAL MADE BY MR. HORTON. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

C. *Authorizing Funding of Design **and** Right of Way Costs for CR 115 Bridge* – Mr. Spagnoletti explained we have \$511,000 to fund the design and for incidental right of way costs to build the CR 115 Bridge over the Canisteo River in Erwin. This project is scheduled for next year. We **need** an additional \$12,500 for the actual right of way purchase. This project is 95 percent State funded and the additional \$12,500 is in the budget. He explained NYS DOT requires us to amend our agreement with them to show that this money is set aside and has been approved.

**MOTION: AUTHORIZING THE ADDITION OF \$12,500 TO THE DESIGN AND RIGHT OF WAY COSTS FOR THE CR 115 BRIDGE OVER THE CANISTEO RIVER IN ERWIN AND AMENDING THE AGREEMENT WITH THE NYS DEPARTMENT OF TRANSPORTATION TO REFLECT THIS INCREASED FUNDING MADE BY MR. POTTER. SECONDED BY MR. MULLEN FOR DISCUSSION.**

Mr. Potter asked are we paying for a right of way on an annual basis or is this an additional right of way we need to get? Ms. Prossick asked is this bridge moving? Mr. Spagnoletti replied no, the bridge will remain in the same place. We determined that we need just a little bit more land.

Mr. Potter asked is this a one-time thing? Mr. Spagnoletti replied yes. Ms. Prossick explained we get an easement and file it with the County Clerk. Mr. Potter asked was this more money than you had anticipated to get this easement? Mr. Spagnoletti replied we had anticipated this cost. Mr. Malter asked the money is not allocated to the right of way? Mr. Spagnoletti replied we put it in the design in preparation to purchase the right of way and this also shows NYS DOT that you approved it.

**VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

D. *Informational – Intent to Carry over Future Federal Aid Bridge Design Funding* – Mr. Spagnoletti explained in 2020 we included \$500,000 in the event that we received State funding for the design of the Smith Road Bridge in Coopers Plains. We will not use our portion, which was \$25,000 and will instead carry over that \$500,000 into the 2021 budget.

E. *Employee Development – Commercial Drivers’ License Acquisition Program* – Mr. Spagnoletti stated we are proposing a commercial drivers’ license training program. This is just to let you know what our ideas are and to gauge the committee’s interest. Mr. Spagnoletti stated a Class D license is needed to drive a car, a Class B license is needed to drive a dump truck or a snowplow and a Class A license is needed to drive a tractor trailer or a transfer trailer. These licenses are required by law. We have two urgent issues facing us. First, at the equipment repair shop at Bath, a mechanic is not required to have a Class B to drive a dump truck. However, they cannot take a dump truck out for a test drive after a repair. Mr. Spagnoletti stated that he would like to do this training program for the mechanics to get their Class B license. The second issue is we have vacant positions that we will not fill and we will have snowplow trucks without drivers. We also have two Bridge Workers that need to have a Class B in order to drive snowplows. The third issue is that we would like to train people who have a Class B to get them their Class A license and then we will have a pool of people to draw from to run the excavator, grader and dozer. We require that, but that is not required by law.

Mr. Spagnoletti stated the easiest and the best way would be to have BOCES do the training for us. Another option would be some combination of in-house training. With the BOCES option, they offer a Class B course for one person for \$4,000 and the County would pay that cost. For a Class A course, the cost is \$1,500 if the student already has a Class B license. At this time we estimate that we have two mechanics and two Bridge Workers that would need to get their Class B. The cost to do that for this year would be \$16,000. It is possible that we would have 4 -6 workers per year for five years after that. The total cost to the County to get all of them licensed would be between \$100,000 - \$140,000 over that five year period. After that, we would want to continue the program. Mr. Spagnoletti stated Mr. Rapalee has worked with Mr. Brewer on this and part of the larger project is that Mr. Rapalee is working with Personnel to update and coordinate the job requirements and job descriptions.

Mr. Ryan asked if someone already has a Class A, do they actually need a Class B to drive Class B equipment? Mr. Horton replied no. Mr. Ryan stated so if they get their Class A they would be covered. Mr. Rapalee stated we talked about that and we discussed sending them to the class as required by their job description.

Mr. Wheeler stated it would come back to you, but it is a personnel issue that we would have to discuss for paying for a certification that is higher than required for their grade of title. Mr. Alderman explained for the mechanics, no license was required. That is where this discussion started and then we were looking at job specifications and the licenses that were required. It is similar to tuition aid; we really should get the mechanics licensed, but for those with a Class A, it allows them to be promotable.

Mr. Horton asked if you are getting the mechanics licensed, are they not working on tractor trailers? That would be the justification to make the mechanics a Class A. Have you looked at this in terms of having our employees becoming trainers? Mr. Spagnoletti replied in the Bath Shop, they do highway equipment, no tractor trailers. We have talked about in-house trainers, but in the past when I wanted to train people, it was difficult to break someone away to train and we don't have enough people to break away to do that. We have excellent drivers that are retired. An idea we talked about was having one of the retired drivers coming in during the summer and do the 40 hours over the road with them. This is a consideration when you look at the \$4,000 price tag.

Mr. Spagnoletti asked if we send someone to training for a Class A license for \$1,500 can they then drive a snowplow? Mr. Rapalee replied yes. Mr. Horton stated that \$1,500 is only if they are upgrading from a Class B; to just get a Class A is probably closer to \$5,000. Mr. Rapalee stated we can do either \$4,000 for a Class B and also \$4,000 for a Class A through BOCES. Mr. Nichols stated you should send everyone for the Class A.

Mr. Malter asked for the 40 hours, is that one week of training if you send them to BOCES and is that for both road and classroom instruction? Mr. Spagnoletti replied the road training is 40 hours and the classroom instruction is 20 hours. If they go to BOCES for the training, that is consecutive. Mr. Rapalee commented through BOCES the availability of the drivers and instructors would be Sunday through Saturday. Mr. Ryan asked if you have your own trainers, could you do most of your training during the winter? Mr. Spagnoletti stated that is a good point. When the roads are clean, it could be a good time to do that. Mr. Potter stated if it is 40 hours of road instruction, they would be pulled off their regular work to do that and that would leave you a person short. Mr. Spagnoletti stated that would have to be under the approval of Mr. Rapalee along with the immediate supervisor.

Mr. Nichols commented if it is \$4,000 for either license, you might as well send everyone for a Class A. Mr. Wheeler stated that makes sense, but there are personnel issues that we would need to look at. Mr. Malter asked if an employee does the training on the weekend, will that be overtime? What is the cost to train someone to be certified in-house? Mr. Spagnoletti replied if an employee leaves to do training after hours, we wouldn't pay for that time. If they are doing the training during their normal hours, they can do that and get paid. Mr. Wheeler stated that is generally the way we would want to do it. If we are requiring the training, we would have to pay the overtime because that is our choice for them to get the training. For the future, then no, we would not have to pay. Mr. Malter asked what if you did it like the tuition aid reimbursement? Mr. Wheeler stated for future employees you could. We could certainly look at the tuition reimbursement route.

Mr. Mullen asked can we make the positions provisional on getting certified? Mr. Wheeler stated we have updated the job specifications and we are talking about the incumbents. Mr. Alderman stated we have made the job specifications so that they have to have their license within two years. Someone who is hired under that would be required to get their license within two years. We didn't require that of the incumbents at the time of their appointment. Most of the driving positions require licenses at the time of appointment, but we also have trainee positions.

Mr. Horton commented if a mechanic doesn't have their Class B license, we are setting ourselves up for insurance liability. Mr. Mullen asked what does it cost for someone to get their license if they are not a county employee? Mr. Brewer replied it is the same cost. Mr. Horton stated BOCES offers the same class and you sign up at the Coopers location. Once you complete the class then you take the road test. Mr. Mullen stated I am in favor of getting people trained for it. It would be good to go to the Class A license. Mr. Spagnoletti stated he will come back to the committee with more specifics on the options and cost.

## V. OTHER BUSINESS

A. *Road Projects* – Mr. Spagnoletti stated at the last meeting we discussed modifying the road projects to account for the \$1.2 million in reduced funding from the State. This means that there will be certain roads that we will not be paving. During that discussion we had talked about CR 27 and CR 70. These roads were scheduled to be oil injected into the gravel base. The cost is \$40,000 per mile and the total cost to inject oil into those road bases would be \$320,000. I have talked to David Orr at Cornell University, and his recommendation was that if the roads were built with clean gravel, which means they have less than 5 percent clay, then you don't need to oil inject. All the numbers say that we do not need the oil injection and we will take that \$320,000 and use it to blacktop CR 70.

Mr. Spagnoletti informed the committee we did recycling work on CR 10, CR 15 and CR 66. That is where Suit-Kote comes in and grinds the existing surface which is solid, but cracked. Then they add oil and aggregate. What they are charging now is \$110,000 per mile and we typically do 14 – 15 miles each year. The State does not do a lot of this. This is something I will look at very closely as recycling costs have doubled. Dave Orr from Cornell has asked if I could work with him on a study of rehabilitating roads and I said that we would.

Mr. Nichols commented the biggest thing will be to see if the cracks reform in the same place. Mr. Malter asked does injecting the road extend the lifespan versus not doing it? Mr. Spagnoletti replied injection is a definite insurance policy if the gravel had too much dirt because then it will not break up during the freeze and thaw. I just wanted to update you on that.

B. *Landfill Revenue* – Mr. Spagnoletti informed the committee that they saw \$1 million in revenue at the Landfill.

C. *Paint Striping Truck* – Mr. Van Etten asked do we have a paint striping truck? Mr. Spagnoletti replied we do. We have done a lot of work this year and we share it with Yates and Schuyler. Mr. Van Etten stated CR 32 in Caton was just recently repaved however, they have not done the striping yet. Do we have a policy on how quickly a road is striped after paving? Mr. Spagnoletti replied one reason to have the paint striping truck is to get in quickly. Mr. Rapalee stated I have just looked at the schedule and it looks like it will be another one to one and a half weeks before we get over to CR 32. Mr. Spagnoletti stated he will talk about that with Mr. Rapalee.

D. *Setting the Date/Time of September Meeting*

**MOTION: SETTING THE DATE AND TIME OF THE SEPTEMBER PUBLIC WORKS MEETING FOR MONDAY, SEPTEMBER 14, 2020 AT 10:00 A.M. MADE BY MR. POTTER. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1. H. THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY OR THE PROPOSED ACQUISITION OF SECURITIES, OR SALE OR EXCHANGE OF SECURITIES HELD BY SUCH PUBLIC BODY, BUT ONLY WHEN PUBLICITY WOULD SUBSTANTIALLY AFFECT THE VALUE THEREOF MADE BY MR. HORTON. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. HORTON. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**MOTION: TO ADJOURN MADE BY MR. MULLEN. SECONDED BY MR. HORTON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**\*\*NEXT MEETING SCHEDULED FOR\*\***

**\*\*PLEASE NOTE CHANGE\*\*Monday, September 14, 2020\*\*PLEASE NOTE CHANGE\*\***

**Legislative Committee Room**

**10:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office**

**NO LATER THAN NOON**

**Tuesday, September 8, 2020**