

**STEBEN COUNTY PUBLIC WORKS COMMITTEE**

**Special Meeting**

*Tuesday, March 13, 2018*

*10:45 a.m.*

*Legislative Committee Room  
Steuben County Office Building  
Bath, New York*

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

<b>COMMITTEE:</b>	Gary D. Swackhamer, Chair	Gary B. Roush, Vice Chair	John V. Malter
<b>STAFF:</b>	Jack K. Wheeler Steve Orcutt	Vince Spagnoletti Pat Donnelly	Scott Sprague Jennifer Prossick
<b>LEGISLATORS:</b>	Carol A. Ferratella	Frederick G. Potter	Scott J. Van Etten
<b>ABSENT:</b>	Aaron I. Mullen	Robert V. Nichols	

**I. CALL TO ORDER**

Mr. Swackhamer called the meeting to order at 10:45 a.m.

**II. GENERAL BUSINESS**

A. **Authorization to Solicit RFP's for Landfill Methane Project** – Mr. Spagnoletti informed the committee that Steuben Rural Electric Cooperative (SREC) has indicated that they would like to discontinue their contract with us. It is necessary for us to issue an RFP for a new operator and SREC is in agreement with this. He requested authorization to issue an RFP for the Landfill Methane Project.

Mr. Wheeler commented we received notice of this last week. We expect that the RFP's will be along the lines of what you have seen. At the same time the RFP will state the prospective bidder will have to negotiate with SREC as they own the physical assets. We will keep the RFP open for one month and will come to the committee in April with a recommendation.

**MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO ISSUE AN RFP FOR THE LANDFILL METHANE PROJECT MADE BY MR. ROUSH. SECONDED BY MR. MALTER FOR DISCUSSION.**

Mr. Malter asked do you think you will get more bidders than the company that is already interested? Mr. Wheeler replied potentially and it is a procedural matter and it is good for us to do this. He will say that there are two companies that SREC had talked to about this.

Mr. Spagnoletti commented if nothing else we will hold a pre-proposal conference and we will know at that time whether there will be more than one vendor. Ms. Prossick stated this is definitely a procedural matter. We cannot enter into a contract without giving others an opportunity to bid on it.

Mrs. Ferratella commented it seems like this is coming up at the eleventh hour. Where did we miss the boat with this? Mr. Spagnoletti replied after last week's Public Works Committee meeting it came up that we needed to put out an RFP. Ms. Prossick explained the contract with SREC and the County called for a sixty-day notice, and that came in and there was a short window for the entities to buy, sell, let and purchase. The sixty-day window was just given yesterday. Mr. Wheeler stated this is definitely a fluid situation and we certainly could have done things a little differently.

**VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

B. **Easement – Town of Caton** – Mr. Spagnoletti requested authorization to give an easement to NYSEG to move a pole at the Caton shop.

**MOTION: AUTHORIZING AN EASEMENT WITH NEW YORK STATE ELECTRIC & GAS (NYSEG) TO MOVE A POLE AT THE CATON SHOP MADE BY MR. MALTER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.**

**MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. MALTER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. ROUSH. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: TO ADJOURN MADE BY MR. MALTER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature