**MINUTES**

COMMITTEE: Robert V. Nichols, Chair  Frederick G. Potter, Vice Chair  Aaron I. Mullen

STAFF: Jack K. Wheeler  Christopher Brewer  Vince Spagnoletti
        Brenda Scotchmer  Lisa Tracy  Jesse Charles
        Steve Orcutt  Andy Barbato  Andy Morse

LEGISLATORS: Scott J. Van Etten  Robin K. Lattimer  Kelly H. Fitzpatrick
              Hilda T. Lando  Steven P. Maio  Gary B. Roush
              Gary D. Swackhamer

ABSENT: Jeffrey P. Horton  Thomas J. Ryan

OTHERS: Mary Perham

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 4, 2021, MEETING MADE BY MR. POTTER, SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. LANDFILLS

A. Authorization for Bath Fire Department to Use Surplus Double Wide Trailer for Training – Mr. Spagnoletti stated we received a request from the Bath Fire Department to use our double wide trailer that is located at the landfill. This trailer came with some land that we purchased and we have no use for the trailer. The Bath Fire Department would like to use it for training. Ms. Prossick stated this was put through Purchasing to look at the value. You would be declaring the double wide trailer as abandoned and surplus property. Mr. Nichols asked will we be retaining ownership of the land? Mr. Spagnoletti replied yes. Mr. Potter asked who will be cleaning up the debris? Mr. Spagnoletti replied we will and we will take it to the Landfill.

MOTION: DECLARING THE DOUBLE WIDE TRAILER AT THE STEUBEN COUNTY LANDFILL AS SURPLUS PROPERTY AND AUTHORIZING THE BATH FIRE DEPARTMENT TO USE THE TRAILER FOR TRAINING PURPOSES MADE BY MR. POTTER, SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

IV. HIGHWAYS

A. Extending Shared Services Agreements with NYSDOT – Mr. Spagnoletti explained in 2015, one of our trucks hit a NYSDOT bridge and at that time we entered into two shared services agreements with NYSDOT to pay for the bridge repairs by doing blacktop and box culverts for them. He stated NYSDOT would like to close out those agreements and in order to do that we need to extend each of those agreements. He requested authorization to extend contract CO35243 to March 24, 2019 and to extend contract CO35468 to August 21, 2019. If we extend these contracts, then the work we did in that extended time period will take care of the money we owe them.
Mr. Mullen asked did this work out well for us? Mr. Spagnoletti replied yes. We were able to pay back the damage through these agreements. We did charge them for use of the equipment and staff. As a result, they owe us $927.00. This was a good deal for us.

**MOTION:** AUTHORIZING THE EXTENSION OF NYSDOT AGREEMENT CO35243 THROUGH MARCH 24, 2019 AND NYSDOT AGREEMENT CO35468 THROUGH AUGUST 21, 2019 MADE BY MR. MULLEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

V. **BIDS**

A. *Ready Mix Concrete –*

**MOTION:** AWARDS THE BID FOR READY MIX CONCRETE AS FOLLOWS: QUADRANT 1 TO CUSTOM-MIX CONCRETE, INC. AT A RATE OF $148.00/CUBIC YARD FOR CLASS A, $150.00/CUBIC YARD FOR CLASS H AND $127.00/CUBIC YARD FOR CLSM; QUADRANT 2 TO CUSTOM-MIX CONCRETE, INC. AT A RATE OF $150.00/CUBIC YARD FOR CLASS A, $152.00/CUBIC YARD FOR CLASS H AND $129.00/CUBIC YARD FOR CLSM; QUADRANT 3 TO SPALLINA MATERIALS, INC. AT A RATE OF $140.00/CUBIC YARD FOR CLASS A, $144.00/CUBIC YARD FOR CLASS H AND $114.00/CUBIC YARD FOR CLSM; AND QUADRANT 4 TO CUSTOM-MIX CONCRETE, INC. AT A RATE OF $145.00/CUBIC YARD FOR CLASS A, $147.00/CUBIC YARD FOR CLASS H AND TO HANSON AGGREGATES NEW YORK, LLC AT A RATE OF $125.00/CUBIC YARD FOR CLSM MADE BY MR. MULLEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. *Reinforcing Steel Bars –*

**MOTION:** AWARDS THE BID FOR REINFORCING STEEL BARS TO THE LOW BIDDER, CHEMUNG SUPPLY CORP. FOR $41,400.00 MADE BY MR. MULLEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

C. *Sale of Forest Products – Bath Landfill –*

Mr. Spagnoletti stated this bid is for the sale of forest products at the Bath Landfill. They will be harvesting 225 Maple trees and 100 Ash trees. **MOTION:** AWARDS THE BID FOR THE SALE OF FOREST PRODUCTS – BATH LANDFILL TO THE LOW BIDDER CUSTOM SAWING 4 U FOR $18,265.00 MADE BY MR MULLEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

D. *Highway Construction – Equipment Rental –*

Mr. Spagnoletti recommended awarding the rollers to George & Swede and the Pothole Machine to Monroe Tractor, Inc. Mr. Mullen asked how did Admar Supply not meet the bid specifications? They were the low bid on the first two categories of rollers. Mr. Spagnoletti replied we wanted them to bid a quantity of two rollers and they only bid one. Mr. Van Etten asked is that because they do not have two? Mr. Spagnoletti replied that is correct. Mr. Van Etten asked would it be better to rent from two separate vendors? Mr. Spagnoletti replied the pricing reflects one unit. Mr. Morse explained Admar bid single drum rollers instead of double drum rollers on the first two items and that is why they did not meet the specifications. Monroe Tractor was the low bid on the pneumatic rubber tire roller, however, they only bid one and the bid was for two units.

Mr. Spagnoletti stated he would recommend awarding the double drum rollers to George & Swede, the single drum roller to Admar Supply, the Pothole Machine to Monroe Tractor and the pneumatic rubber tire roller to Alta Construction.

**MOTION:** AWARDS THE BID FOR HIGHWAY CONSTRUCTION – EQUIPMENT RENTAL AS FOLLOWS: STEEL DOUBLE DRUM VIBRATORY ROLLER #1 AND #2 TO GEORGE & SWEDE AT A RATE OF $3,000 PER MONTH AND DECLARING ADMAR SUPPLY A NON-RESPONSIVE BIDDER; SINGLE DRUM VIBRATORY PADFOOT ROLLER TO ADMAR SUPPLY FOR $2,500 PER MONTH; POTHOLE MACHINE TO MONROE TRACTOR, INC. FOR $7,850 PER MONTH; AND PNEUMATIC RUBBER TIRE ROLLER TO ALTA CONSTRUCTION EQUIPMENT FOR $5,600 PER MONTH AND...
DECLARING MONROE TRACTOR, INC. A NON-RESPONSIVE BIDDER MADE BY MR. MULLEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

E. Hyundai Loader from Sourcewell Contract – Mr. Morse explained Sourcewell is a successful national cooperative company that we deal with. The contract that was negotiated is available to all fifty states. The pricing was as good or better than the State contract. We have used them successfully a number of times in the past. Mr. Spagnoletti commented the $185,563 is a good price. Mr. Swackhamer asked why are we paying them $3,500 to do a pre-delivery inspection? Mr. Spagnoletti replied I do not know. Mr. Morse stated that is part of Sourcewell’s contract and is not something we could change. Mr. Van Etten stated it would be similar to dealer prep when you are purchasing a new vehicle. Mr. Spagnoletti stated I think the price is good, but I will look into it.

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO PURCHASE A HYUNDAI LOADER FROM THE SOURCEWELL CONTRACT FOR $185,563 MADE BY MR. MULLEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

F. Industrial Mechanical Services – Mr. Spagnoletti requested authorization to extend the Industrial Mechanical Services bid that was awarded to John W. Danforth through December 31, 2021. The amount is $91.49 per hour.

MOTION: EXTENDING THE BID FOR INDUSTRIAL MECHNICAL SERVICES WITH JOHN W. DANFORTH THROUGH DECEMBER 31, 2021 AT A RATE OF $91.49 PER HOUR MADE BY MR. MULLEN. SECONDED BY MR. POTTER ALL BEING IN FAVOR. MOTION CARRIES 3-0.

G. Lubricants – Mr. Spagnoletti requested authorization to extend the bid for Lubricants with BWE, LLC through December 31, 2021 for a total cost of $192,439.26. To extend, they had requested a price increase of 8 – 10 percent more than the 2020 bid. I think that is a reasonable price increase. Mr. Mullen asked was the ability to extend in the old bid? Mr. Spagnoletti replied yes. We talked with Mr. Morse about extending this with the price increase and he compared it to the OGS and the price looked good. Ms. Prossick commented this bid was awarded in 2019 with up to four, one-year extensions. Mr. Mullen asked it is okay to extend with the different price? Ms. Prossick replied yes. Sometimes they will include market fluctuations and they have to give notice. Mr. Wheeler explained with some, they come back to you and if the staff or you have issues with the pricing there are stop-gap measures for that. Mr. Potter commented this is common practice for State bids. Mr. Morse stated this was based on a pricing increase from the manufacturer that they provided to us and we had the ability to reject if we so chose.

MOTION: EXTENDING THE BID FOR LUBRICANTS WITH BWE, LLC THROUGH DECEMBER 31, 2021 FOR A TOTAL COST OF $192,439.26 WHICH REPRESENTS A PRICE INCREASE OVER THE 2020 BID MADE BY MR. MULLEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

H. RFP: Fiber Optic Cable Location Services for Steuben County – Mr. Spagnoletti requested authorization to extend the bid for fiber optic cable location services with USIC Locating Services through December 31, 2021. He noted that other departments and various municipalities use this bid.

MOTION: EXTENDING THE RFP FOR FIBER OPTIC CABLE LOCATION SERVICES FOR STEUBEN COUNTY THROUGH DECEMBER 31, 2021 WITH USIC LOCATING SERVICES AT THE FOLLOWING RATES: PER ONE CALL TICKET LOCATE RATE - $26.67 PER TICKET; PROJECT RATE - $13.00 PER QUARTER HOUR AFTER THE FIRST 30 MINUTES; HOURLY STANDBY RATE OF $52.00 PER HOUR AND AFTER HOUR EMERGENCY RATE OF $53.00 FLAT FEE MADE BY MR. MULLEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

I. Roadside Mowing – Mr. Spagnoletti requested authorization to extend the roadside mowing bid with Morgan Hill Land Care at a rate of $78.38 per centerline mile through December 31, 2021.
MOTION: EXTENDING THE BID FOR ROADSIDE MOWING THROUGH DECEMBER 31, 2021 WITH MORGAN HILL LAND CARE AT A RATE OF $78.38 PER CENTERLINE MILE MADE BY MR. MULLEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

J. Caterpillar Grader – Mr. Spagnoletti stated this is for the committee’s information. There is a Milton Caterpillar Grader on OGS bid for $269,903. He stated they have not purchased a grader since 2001 and at that time the price was $116,000. We would be purchasing this with the hydraulics for a snowplow on the front. We will not be purchasing the snowplow in this bid.

VI. OTHER

A. Engineer Update – Mr. Van Etten asked Mr. Spagnoletti to provide an update on the Engineer position. Mr. Spagnoletti replied we had two individuals that met the minimum qualifications. For the one individual we did go to the Administration Committee for the salary and then we received a call that he decided he would stay with NYSDOT. The second individual met the minimum qualifications and we did meet with him. This individual is asking for more money. We are going to advertise for the position again. It is difficult to recruit for an Engineer. Part of the difficulty may be due to COVID as people are more hesitant to move. Also individuals have to take the professional engineer license exam and then take another test to get the job. We will advertise again and in more publications. We will need to give some thought to an RFP for this year for a consulting engineer. We are not building any new bridges this year, however, we will have flagged repairs to do on bridges that will require a professional engineer for that.

B. Goals – Mr. Nichols stated that Chairman Van Etten has asked all of the committees for goals. The two goals that I sent to Chairman Van Etten were to hire a Deputy Commissioner and to hire a Bridge Engineer. If the committee has any additional thoughts, please contact me. Mr. Van Etten stated you can finalize your goals at your March meeting. Mr. Wheeler stated I will be sending the department information prior to the March meeting.

C. State Funding Update – Mr. Spagnoletti stated last year the State funded 80 percent of what they normally do for CHIPS and that is how we budgeted. We got a report from the State Department of Budget and they are giving us $900,000 which is 75 percent of what they had held back, and they are also funding 95 percent of CHIPS, Pave NY and Extreme Winter Recovery. This means there will be the potential of $6.7 million in funding available instead of the $3.5 million that I currently have in the budget. Keeping that in mind, we are proceeding with bids, but will be waiting before we make any definite plans.

Mr. Van Etten commented in the NYSAC budget review last week the State will not withhold the 20 percent, but that will be subject to federal funding. As long as the federal government steps up, then we will get more than they withheld. Ms. Prossick commented the bids have language incorporated if money is appropriated.

Mr. Wheeler stated the $6.7 million seems awfully high. Mr. Spagnoletti explained there would be $4.4 million for CHIPS, $1 million for Pave NY and $600,000 for Extreme Winter Recovery. That is about $6 million and then I included the 95 percent that we anticipate receiving. We have $5.8 million this year and then the State said they would go back to last year and give us three-quarters of the 20 percent they withheld last year. We could get $3.1 million more than what I have in the budget. We are preparing for it in case it happens.

Mr. Wheeler stated something to think about is that some of that funding can be used for equipment, so we could offset the local share for equipment. Mr. Spagnoletti stated yes. One of my top three goals is we have to start thinking about our highway shops. He stated he and Mr. Rose went through and checked the structural soundness of the shops. I would rather not use these funds for the shops; I would rather use for the roads and we could use some for equipment. We will see what we actually get in funding and then we can talk about it.
MOTION: TO ADJOURN MADE BY MR. MULLEN. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**
Monday, March 1, 2021
Legislative Chambers
9:30 a.m.

Please send agenda items to the Clerk of the Legislature’s Office
NO LATER THAN NOON
Monday, February 22, 2021