**MINUTES**

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

STAFF:  Jack K. Wheeler  Christopher Brewer  Jennifer Prossick
Vince Spagnoletti  Todd House  Steve Orcutt
Lisa Tracy  Craig Patrick  Jennifer Galvan
Tammy Hurd-Harvey

LEGISLATORS:  Robin K. Lattimer  Carol A. Ferratella  Kelly H. Fitzpatrick
Hilda T. Lando  John V. Malter  Gary B. Roush
Gary D. Swackhamer

ABSENT:  Thomas J. Ryan

OTHERS:  Mary Perham

I.  CALL TO ORDER

Mr. Nichols called the meeting to order at 10:50 a.m. and asked Mr. Horton to lead the Pledge of Allegiance.

II.  APPROVAL OF MINUTES

MOTION:  APPROVING THE MINUTES OF THE SEPTEMBER 7, 2021, MEETING MADE BY MR. POTTER. SECONDED BY MR. HORTON. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III.  HIGHWAYS

1.  **NYS DOT Shared Services Agreement** – Mr. Spagnoletti informed the committee that we currently have a shared services agreement with NYS Department of Transportation to use salt from our Greenwood Shop. He requested authorization to extend the agreement for one year.

MOTION:  AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO EXTEND THE SHARED SERVICES AGREEMENT WITH NYS DEPARTMENT OF TRANSPORTATION FOR THE USE OF SALT FROM THE GREENWOOD SHOP FOR ONE YEAR MADE BY MR. HORTON. SECONDED BY MR. POTTER FOR DISCUSSION.

Mr. Mullen asked is there any situation where we could do that with them to make our trips more efficient? Mr. Spagnoletti replied our Howard Shop has a long trip to Hornell, North Hornell and we work with those towns, but basically we can make our routes. I will keep that in mind about the State. Mr. Nichols asked does the State replace our salt? Mr. Spagnoletti replied yes.

VOTE ON PREVIOUS MOTION:  ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2.  **Flood Transfers** – Mr. Spagnoletti stated we need more rip rap and concrete to fix roads and bridges damaged by the August flooding. He requested authorization to transfer funds out of salaries and wages line items within the engineering and permanent improvements budgets to cover those costs.
MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS TO TRANSFER $125,000 FROM THE 5020 ENGINEERING BUDGET, SALARIES AND WAGES LINE ITEM AND APPROPRIATE $50,000 TO 5120 MAINTENANCE OF BRIDGES BUDGET, REPAIRS OF BRIDGES LINE ITEM AND $75,000 TO RIP RAP LINE ITEM AND AUTHORIZING A TRANSFER OF $50,000 FROM THE 5112 PERMANENT IMPROVEMENTS BUDGET, SALARIES AND WAGES LINE ITEM TO THE 5120 MAINTENANCE OF BRIDGES BUDGET, REPAIRS OF BRIDGES LINE ITEM MADE BY MR. HORTON. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. RFP – Mr. Spagnoletti requested authorization to issue an RFP to process utility permits and moves. There are 11 towns who hire Eric Prutsman in our office to do that, however, he is retiring. If you approve the authorization of the RFP, I would have our engineers learn from Mr. Prutsman how to do the permits and moves so that we will not need to use the RFP.

MOTION: AUTHORIZING THE COMMISSIONER OF PUBLIC WORKS, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO ISSUE AN RFP TO PROCESS UTILITY PERMITS AND MOVES MADE BY MR. POTTER. SECONDED BY MR. HORTON. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. Authorization for Shared Services Project (Thompson Road Bridge – Tuscarora) – Mr. Spagnoletti explained in the past the Thompson Road Bridge in Tuscarora was the County’s responsibility. The County replaced the bridge by using pipes and turned it back over to the town in 1988 prior to Steve Catherman being hired. He is proposing doing a shared services box culvert project with the Town of Tuscarora for the Thompson Road Bridge. A watershed analysis determined that the two pipes that are currently in place would not handle extreme flooding. If you approve this, the cost of the materials to build the box culvert is $30,000. We would have to hire a crane to come out and set it, which would be $3,000 to $4,000. If you want to do this, the town would pay $15,000 which is half of the material cost and they would also pay for the crane. The County would get the two pipes back.

Mr. Mullen asked does this fall in with the normal bridge policy we have with the towns? Mr. Spagnoletti explained when a town has their own bridge that we are not responsible for, we will build a box culvert and install it, but the town pays 100 percent of the cost for the materials and the crane. The Thompson Road Bridge was originally our bridge and we turned it over to the town. The County has never done this before, but it would be a remedy to the mistake that was made in the past.

Mr. Malter asked will the County own the bridge again? Mr. Spagnoletti replied no. This is 100 percent a town road and with the box culvert it will still be the towns. Ownership will not revert back to the County.

Mrs. Lando asked what is the option if we do not do this? Mr. Spagnoletti replied water will overflow the road and shut it down for a half a day or full day and then we would have to put gravel in.

Mr. Malter asked once we do this, does this set a precedent for other towns? Mr. Spagnoletti replied I don’t think it will be a problem because I know of no other bridge where we turned a PM bridge to a town bridge with undersized pipe. I think we made a mistake and this would be the remedy. Ms. Prossick stated one thing we need to do is to put this in writing and explain what happened and why. She asked how long was the bridge? Mr. Spagnoletti replied just on the border of 25 feet. Ms. Prossick explained the law states that bridges 25 feet or less where the County has possession go back to the town.

Mr. Spagnoletti commented if we spend $15,000 for concrete and rebar for the box culvert and the pipes are returned to us, the County is not at any loss financially as the two pipes total are worth $27,000.

MOTION: AUTHORIZING A SHARED SERVICES AGREEMENT WITH THE TOWN OF TUSCARORA FOR THE BUILDING AND INSTALLATION OF A CONCRETE BOX CULVERT FOR THE THOMPSON ROAD BRIDGE WITH THE TOWN PAYING HALF OF THE COST OF THE CULVERT PLUS THE COST FOR THE CRANE TO SET THE CULVERT MADE BY MR. POTTER. SECONDED BY MR. HORTON.
MOTION CARRIES 3-0-1.  (MR. NICHOLS ABSTAINED AS HE IS THE TUSCARORA TOWN SUPERVISOR)  Resolution Required.

IV.  BIDS
A.  Freon Removal & Recycling

MOTION:  EXTENDING THE BID FOR FREON REMOVAL & RECYCLING WITH ENVIROPRO REFRIGERANT RECYCLING FOR $11.50 PER UNIT MADE BY MR. MULLEN.  SECONDED BY MR. HORTON.  ALL BEING IN FAVOR.  MOTION CARRIES 4-0.

B.  Internet Service Provider for Steuben County Landfill – Mr. Spagnoletti replied he will bring this back next month as they are still analyzing the responses.

C.  Traffic Signs and Delineators

MOTION:  AWARDING THE BID FOR TRAFFIC SIGNS AND DELINEATORS TO THE FOLLOWING BIDDERS ON A LINE ITEM BASIS:  LIGHTLE ENTERPRISES OF OHIO, LLC; AND OSBURN ASSOCIATES, INC. MADE BY MR. MULLEN.  SECONDED BY MR. HORTON.  ALL BEING IN FAVOR.  MOTION CARRIES 4-0.

D.  Tires and Recapping of Tires

MOTION:  AWARDING THE BID FOR TIRES TO THE FOLLOWING BIDDERS ON A LINE ITEM BASIS:  ALL SEASON TIRE; PARMENTER, INC.; SEDAM TIRE; AND TALLMADGE TIRE SERVICE OF CORTLAND, NY AND AWARDING THE BID FOR RECAPPING OF TIRES TO THE LOW BIDDER, TALLMADGE TIRE SERVICE OF CORTLAND, NY MADE BY MR. MULLEN.  SECONDED BY MR. HORTON.  ALL BEING IN FAVOR.  MOTION CARRIES 4-0.

V.  OTHER
A.  Recycling – Mr. Spagnoletti stated Mr. Mullen had asked about recycling and the separation of #1 and #2 plastics.  In 2020 we had 79 tons that we did not get any money for mixed #1 and #2 plastic.  In 2021 we shipped out the first few loads mixed: 60 tons at $20 per ton. Then we started separating the loads and received $532 per ton for #2 and $217 per ton for #1.  It looks like it is working as the price has gone from $20 per ton to $350 per ton.

B.  Informational
   •  Rich Bills is serving his second year as President of the New York State Solid Waste Association.
   •  Jerry Miller did a nice job getting everything ready at the starting line for the Wineglass Marathon.

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. POTTER.  ALL BEING IN FAVOR.  MOTION CARRIES 4-0.

MOTION:  AUTHORIZING THE EXTENSION OF THE MEMORANDUM OF AGREEMENT WITH WAGA FOR AN ADDITIONAL THREE MONTHS MADE BY MR. HORTON.  SECONDED BY MR. MULLEN.  ALL BEING IN FAVOR.  MOTION CARRIES 4-0.

MOTION:  TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. POTTER.  SECONDED BY MR. HORTON.  ALL BEING IN FAVOR.  MOTION CARRIES 4-0.
MOTION: TO ADJOURN MADE BY MR. MULLEN. SECONDED BY MR. HORTON. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**
Monday, November 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, October 25, 2021