



PUBLIC WORKS COMMITTEE MINUTES

May 20, 2019 - Time: 3:00 pm

Location: Municipal Building, 20 Ontario Street

Room 200

Canandaigua, NY 14424

MEMBERS PRESENT: Chairman Frederick Lightfoote, Supervisor Peter Ingalsbe, Supervisor Dominick Vedora, Supervisor Richard Russell, Supervisor Ted Bateman

MEMBER ABSENT: Supervisor Norman Teed

OTHERS PRESENT: In addition to Committee members: Mary Krause, Brian Young, William Wright, Mary Gates, John Berry, Steve Vanderbrook, Tom Harvey, Cathy Ahern, Jay Maitland, Holly Adams, Peter Brown, Nellie Puma, Donna Tiffany

CALL TO ORDER: The meeting of the Public Works Committee was called to order at 3:00 PM by Chairman Lightfoote.

MINUTES: Supervisor Bateman motioned to approve the minutes from the April 29, 2019 meeting, seconded by Supervisor Ingalsbe. All members in agreement.

FLCC CAPITAL PROJECTS: **Resolution for Authorization to Accept Easement for Finger Lakes Community College Trail:**

Resolution for Authorization to Accept Easement for FLCC Water Quality, Flood Resiliency, and Habitat Improvement Project:

Mr. Harvey reported the college trail encroaches on a portion of a parcel owned by Sara-Frank LLC. The easement is for the purpose of establishing a running, walking, hiking, and biking trail. The easement for the FLCC Water Quality Flood Resiliency and Habitat Improvement Project will facilitate the project's construction maintenance and reconstruction of watershed and wetland improvements. Supervisor Russell motioned to approve the two resolutions noted above in a block, seconded by Supervisor Vedora. All members in agreement.

Supervisor Russell motioned to approve the **Resolution for Authorization of Contract Amendment With Integrated Systems and Budget Transfer for CP 6-2017 – FLCC Athletic Fields Upgrade Project**. Ms. Ahern reported additional parts and labor are needed for cameras required for campus security in the amount of \$1,180.12. Supervisor Ingalsbe seconded the motion. All members in agreement.



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CP 3 – 2018 – 2018 FLCC Capital Maintenance Project:

Resolution for Rescinding Resolution 292-2019 for Classroom Renovations:

Resolution for Acceptance of Furniture Quotes and Budget Transfer:

Resolution for Authorization to Accept Quote From Dansville Electric Supply Division of VP Supply Corp.:

Supervisor Vedora motioned to approve the three resolutions noted above in a block, seconded by Supervisor Russell. All members in agreement.

CP 4 – 2019 – 2019 FLCC Maintenance Capital Project:

Supervisor Ingalsbe motioned to approve the **Resolution to Establish Capital Project No. 4-2019 as the 2019 FLCC Maintenance Capital Project**. Supervisor Bateman seconded the motion. All members in agreement.

Supervisor Vedora motioned to approve the **Resolution for Authorization to Contract with Finger Lakes Communication Co. Inc.** Mr. Maitland reported this project will upgrade the radio system to communicate directly with 911. This will solve the problem with communicating to dispatch. Supervisor Ingalsbe seconded the motion. All members in agreement.

Supervisor Vedora motioned to approve the **Resolution for Authorization to Contract With Dwyer Architectural for FLCC Geneva Server Room Study**. Ms. Ahern reported this contract provides architectural and engineering consultant services in an amount not to exceed \$8,210. Supervisor Ingalsbe seconded the motion. All members in agreement.



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Supervisor Russell motioned to approve the **Resolution for Bid Award and Authorization to Contract with Lakeview Lawn and Landscape, Inc. for Replacement of Existing Retaining Wall.** Ms. Ahern reported the wall near the Greenhouse will be replaced. Supervisor Vedora seconded the motion. All members in agreement.

Supervisor Vedora motioned to approve the **Resolution to Establish Capital Project No. 7 – 2019 – 2019 Finger Lakes Community College Master Plan.** Mr. Harvey reported the 2014 Master Plan was never approved. An RFP will go out sometime in August to help with this master plan. A committee will be formed to participate in this review with Chairman Lightfoote volunteering to participate. Supervisor Russell seconded the motion. All members in agreement.

PLANNING

CAPITAL PROJECT PAYMENTS:

Mr. Harvey requested the first three invoices on the payment list for First Light Fiber be removed . Their job is not complete. Supervisor Russell motioned to approve the capital project payments with the change, seconded by Supervisor Ingalsbe. All members in agreement.

DEPARTMENT OF PUBLIC WORKS CAPITAL PROJECTS

Supervisor Bateman motioned to approve the **Resolution for Budget Transfer for CP 3 – 2013 – 74 Ontario Street Renovation – Phase II.** Ms. Puma reported there is an \$86.00 shortfall in the HVAC line for this project. There are sufficient monies in the Contingency Line to cover this shortfall. Supervisor Ingalsbe seconded the motion. All members in agreement.

CAPITAL PROJECT PAYMENTS:

Ms. Puma requested 1 additional capital project payment be added to the payment list: Hanson Aggregates in the amount of \$493.68. Supervisor Ingalsbe motioned to approve the capital project payments with the addition, seconded by Supervisor Russell. All members in agreement.

PARKS:

Supervisor Vedora motioned to approve the **Resolution for Authorization to Accept Donation of Park Bench at Gannett Hill Park.** Mr. Vanderbrook reported this bench will be donated in memory of Helen M. Wilson. Supervisor Bateman seconded the motion. All members in agreement.



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SEWERS:

Supervisor Russell motioned to approve the **Resolution for Award of Professional Services Contract for Replacement of Filter Building and Maintenance Building Roofs – Honeoye Lake County Consolidated Sewer District**. Mr. Berry reported SWBR has significant experience with municipal roofing projects. The proposal from SWBR is in the amount of \$21,785 which includes \$7,500 for hazardous materials sampling, testing, report, design and monitoring by sub-consultant Lu Engineers. Supervisor Ingalsbe seconded the motion. All members in agreement.

HIGHWAY:

Supervisor Ingalsbe motioned to approve the **Resolution to Renew Intermunicipal Agreement With Monroe County for Mutual Assistance**. Mr. Wright reported this agreement mutually assists Monroe County and Ontario County to assist each other in providing highway, bridge, and traffic engineering services to each other on an as needed basis. Supervisor Vedora seconded the motion. All members in agreement.

COUNTY ADMINISTRATOR UPDATE:

Ms. Krause reported:

- Regarding Shared Services – if Supervisors have any ideas, please let her know.
- Citizens Academy – 25 to 30 members will graduate tomorrow
- Board of Supervisors Retreat – positive remarks – meeting will be scheduled for next year
- Star Cider will have grand opening May 30 – ribbon cutting
- Friday is NYSAC Administrators Meeting

2020 –2025 CAPITAL IMPROVEMENT PLAN:

Ms. Puma reported this CIP includes the replacement plan for Sheriff vehicles (2019-2022), the 2020-2025 proposed plan for the entire County (new items are in red and items that have been changed since last year's plan are in blue) and proposed fleet purchases and leases for 2020 & 2021.

Mr. Wright explained the Sheriff Replacement Plan shows the age, mileage and cost analysis of the vehicles. This is a four year forecast on what vehicles should be replaced. Each year between 14–16 vehicles are purchased for the Sheriff's Department.



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Ms. Puma reported on the CIP – some changes:

- Backup server room – added \$30,000 for 2020
- MUNIS HR software decreased from \$75,000 to \$37,825
- Body Scanner – added \$150,000 – this is for visitors at the Jail – grant monies
- GPS Replacements at tower sites - \$120,000 each year of plan
- Upgrade of Height Adjustable 911 consoles – add \$42,000
- Sheriff requesting to purchase Lenco Armored Vehicle - \$375,000 changed to \$350,000 – emergency response vehicle on and off road – questions on storage and maintenance of vehicle
- Last page of CIP is the Summary

Committee requested that Sheriff Henderson come to the next Public Works meeting to discuss the purchase of the armored vehicle.

Ms. Puma explained the Proposed Fleet CIP for 2020 – 2021 and Proposed Fleet Leases – 2020 & 2021. Staff will look at the New Holland Tractor purchase for Parks – efficiency and what can be purchased. Staff will work on getting Supervisor Lightfoote information on 10 wheel trucks for Highway – mileage, age and maintenance cost.

Committee requested the purchase of the Bear Cat be held from the CIP. Supervisor Vedora motioned to approve the Capital Improvement Plan 2020 –2025 removing the Bear Cat Purchase. Supervisor Russell seconded the motion with the change. All members in agreement.

Committee thanked Ms. Puma, Mr. Harvey and all staff involved in a job well done on the Capital Improvement Plan.

OLD BUSINESS:

PRIVILEGE OF THE FLOOR:

Chairman Lightfoote requested staff look at the County's roadside program for next year to see if it can be improved.

Mr. Wright reported there will be more demo at 74 Ontario Street project next week. First shift of 911 moved back – day shift is still off site. Doyle Security is coming on Friday.



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Mr. Wright reported County Road 4 & 10 roundabout has been reopened. 3019 project is coming along. Work should be completed by the end of May.

Mr. Wright reported the County is looking for lifeguards. We only have 3. Deep Run may be closed for swimming. Staff is working on the problem.

ADJOURNMENT:

Being no further business to come before the Committee, the meeting was adjourned at 4:28 PM following a motion by Supervisor Vedora. Supervisor Bateman seconded the motion. All members in agreement.

The next scheduled meeting is June 10, 2019.

Respectfully submitted,

A handwritten signature in blue ink that reads "Donna Tiffany".

Donna Tiffany
Finance Clerk II