

Highway, Buildings and Grounds
Wednesday, June 23, 2021 @ 2:00 PM
Supervisors Large Conference Room / Zoom

MINUTES

2:00 PM Call Meeting to Order

The meeting was called to order at 2:00 p.m. in the Supervisors Large Conference Room by Chairman Ron Bono.

Committee Members Present:

Chairman Ron Bono, Vice Chairman William Zupan, Rocco DiVeronica

Committee Members Absent:

Supervisors Alexander Stepanski, Supervisor Charles Walters

Others Present:

Director of Public Facilities John Regan, Highway Superintendent Joe Wisinski, Deputy Highway Superintendent Brad Newman, Highway Operations Manager Rich Durant, Assistant County Attorney Jeffrey Aumell, County Attorney Intern Noah Devaney, Public Information Officer Samantha Field. County Administrator Mark Scimone

Approval of Minutes

- Approval of minutes for May 26, 2021 regular meeting

Motion by Bill Zupan to approve the minutes of the May 26, 2021 regular meeting. Second by Rocky DiVeronica. The motion was Passed.

Highway:

1. Authorizing the Modification of the 2021 Adopted County Budget (Highway CHIPS Budget)

Wisinski stated that the budget modification will allow better tracking for reimbursement and increase in revenue.

Motion by Bill Zupan to approve the resolution. Second by Rocky DiVeronica. The motion was Passed.
2. Authorizing the Chairman to Enter into an Agreement with Slate Hill Constructors, Inc. for the Dyke Road Bridge Replacement

Motion by Bill Zupan to approve the resolution. Second by Ron Bono. The motion was Passed.
3. Authorizing Bid Award to CA Tools for Hand Tools and Boxes

Motion by Rocky DiVeronica to approve the resolution. Second by Bill Zupan. The motion was Passed.

4. Designating Disposal of Obsolete and/or Surplus County Personal Property

Wisinski informed the committee that the truck was obsolete.

5. Highway Highlights 6-23-21

Wisinski reviewed the past month of Department Highlights with the committee. Stickers samples for the new Highway facility were shared with the committee for preferences in font and style.

Facilities/Maintenance:

1. Facilities Highlights

Director of Facilities John Regan reviewed the previous months Facilities/Maintenance Highlights.

2. Central Services Monthly Report

Regan reviewed the monthly Central Services Report.

New Central Services Technician Todd Russell has completed his training with Alex Brown. He is talking with Usherwood to improve services. The old system for envelopes is not working. Purchasing is reaching out to Towns to see if there is enough need to invest in a new machine. If not, orders can be sent to BOCES. The primary purpose of Central Services is mail service. We may need to look at additional help if other services get to be too much for one person.

Preferred Agenda

Motion by Bill Zupan to approve resolutions 2 and 3 for Preferred Agenda..
Second by Ron Bono. The motion was Passed.

Next Meeting: Wednesday, July 21, 2021 @ Brown Rd. New Highway Facility @ 2:00 p.m. following the ribbon cutting ceremony

Adjourn

Motion by Bill Zupan to adjourn the meeting at 3:01 p.m.. Second by Ron Bono. The motion was Passed.

Highway, Buildings and Grounds

Wednesday, May 26, 2021 @ 2:00 PM

Chambers/Zoom

MINUTES

2:00 PM Call Meeting to Order

The meeting was called to order at 2:01 p.m. in Board Chambers by Chairman Ron Bono.

Committee Members Present:

Chairman Ron Bono, Vice Chairman William Zupan, Supervisors Alexander Stepanski, Rocco DiVeronica

Committee Members Absent:

Supervisor Charles Walters

Others Present:

Director of Public Facilities John Regan, Maintenance Supervisor Dave Reiss, Highway Superintendent Joe Wisinski, Deputy Highway Superintendent Brad Newman, Highway Operations Manager Rich Durant, Assistant County Attorney Melissa Martel Felton, Assistant County Attorney Jeff Aumell, County Treasurer Cindy Edick, Public Information Officer Samantha Field. Board Chairman John Becker, County Administrator Mark Scimone, Taylor Bottar & Tyler Hodges-Barton & Loguidice.

Approval of Minutes

- Approval of minutes for April 28, 2021 regular meeting minutes

Motion by Alex Stepanski to approve the minutes of the April 28, 2021 regular meeting. Second by Bill Zupan. The motion was Passed.

Absent: Walters

Highway:

1. Authorizing the Chairman to Modify an Agreement with Suit-Kote Corporation

Motion by Board Chairman John Becker to approve the resolution. Second by Rocky DiVeronica. The motion was passed.

Absent: Walters

2. Madison County Insurance Waiver Request Form for Town and County Bridge and Rail

Highway Superintend Joe Wisinski reviewed insurance waiver with the committee. Committee consensus to grant waiver.

Absent: Walters

3. Bid 2114 REBID Road Salt - Treated Salt Unofficial Bid Tab

Wisinski reviewed the results of the bid with the committee.

4. Bid 2115 Ride On Floor Cleaner Unofficial Bid Tab

Wisinski reviewed the results of the bid with the committee.

5. Authorizing the Chairman to Enter into an Agreement with Dolomite Products Co.

Motion by Rocky DiVeronica to approving the motion. Second by Bill Zupan. The motion was Passed.

Absent: Walters

6. Rehabilitation of Certain County Roads and Bridge Replacements for 2021

Motion by Alex Stepanski to approving the motion. Second by Rocky DiVeronica. The motion was Passed.

Absent: Walters

7. Highway Highlights 5-26-21

Wisinski reviewed the past month of Department Highlights with the committee

Facilities/Maintenance:

1. Authorizing the Chairman to Execute Change Order for Capital Project Clockville Water District No.1

Motion by Rocky DiVeronica to approving the motion. Second by Alex Stepanski. The motion was Passed.

Absent: Walters

2. Authorizing the modification of the 2021 adopted county budget

Motion by Alex Stepanski to approving the motion. Second by Rocky DiVeronica. The motion was Passed.

Absent: Walters

3. Authorizing the modification of the 2021 adopted county budget

Motion by Bill Zupan to approving the motion. Second by Alex Stepanski. The motion was Passed.

Absent: Walters

4. Authorizing the Chairman to Enter into an Agreement with Kinsley Power Systems

Motion by Rocky DiVeronica to approving the motion. Second by Bill Zupan. The motion was Passed.

Absent: Walters

5. Authorizing the Chairman to terminate Measurement & Verification Services with Centrica Business Solutions

Motion by Alex Stepanski to approving the motion. Second by

Rocky DiVeronica. The motion was Passed.
Absent: Walters

6. Facilities Highlights

Director of Facilities John Regan reviewed the previous months
Facilities/Maintenance Highlights

7. Central Services Monthly Report

Regan reviewed the monthly Central Services Report

Other Committee Business

1. Authorizing the Chairman to enter into an agreement with Gorman
Foundation, Community Center, LLC

Motion by Ron Bono to approving the motion. Second by Alex
Stepanski. The motion was Passed.
Absent: Walters

2. Authorizing the Chairman to enter into an agreement with the City of
Oneida for future connection of the proposed Madison County
Office Complex Sanitary Sewer System

Motion by Alex Stepanski to approving the motion. Second by
Rocky DiVeronica. The motion was Passed.
Absent: Walters

Preferred Agenda

Next Meeting: Wednesday, June 23, 2021 @ 2:00 p.m.- Chambers/Zoom

Adjourn

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2021 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2021 Adopted County Budget be modified as follows:

County Road Fund

5113 Consolidated Highway Program

Revenue

	<u>From</u>	<u>To</u>
D511350 435010 State Aid Consolidated Highway Aid	\$3,042,608	\$4,001,912
D511350 435011 State Aid NY Pave	-0-	1,070,505
D511350 435012 State Aid Extreme Winter Recovery	-0-	<u>719,806</u>
Totals	<u>\$3,042,608</u>	<u>\$5,792,223</u>
Control Total		<u>\$2,749,615</u>

5110 Maintenance of Roads & Bridges

Expense

D511050 546002 Guide Rail	\$85,000	\$9,311
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5112 Construction Projects

Expense

D511250 511000 Personal Services Full Time	\$316,668	\$632,357
D511250 540570 Equipment Rental County Owned	50,000	160,000
D511250 545107 Cole Street Culvert #2	100,000	-0-
D511250 545108 Dyke Road Superstructure	250,000	-0-

5113 Consolidated Highway Program

Expense

D511350 511000 Personal Services Full Time	\$315,689	\$-0-
D511350 540570 Equipment Rental County Owned	110,000	-0-
D511350 545107 Cole Street Culvert #2	-0-	100,000
D511350 545108 Dyke Road Superstructure	-0-	412,000
D511350 546002 Guide Rail	-0-	125,689
D511350 546008 Culvert Pipe	-0-	50,000
D511350 546014 Large Culverts	-0-	563,000
D511350 547330 Contract Paving	1,250,998	2,500,000
D511350 547350 In-Place Recycling	1,113,253	1,300,000
D511350 593991 Transfer to Road Machinery	<u>224,000</u>	<u>712,866</u>

Totals	<u>\$3,815,608</u>	<u>\$6,565,223</u>
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Control Total		<u>\$2,749,615</u>
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Road Machinery Fund

5130 Road Machinery Repairs & Expense

Revenue

DM513050 450316 Transfer from County Road	<u>\$224,000</u>	<u>\$712,866</u>
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Control Total		<u>\$488,866</u>
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Expense

DM513050 529050 10 Wheel Dump Truck	\$1,013,426	\$1,212,292
DM513050 529090 Loader	<u>-0-</u>	<u>290,000</u>

Totals	\$ <u>1,013,426</u>	\$ <u>1,502,292</u>
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Control Total		\$ <u>488,866</u>
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Dated: July 13, 2021

Ron Bono, Chairman
Highway, Buildings & Grounds Committee

Yvonne M. Nirelli, Chairwoman
Finance, Ways & Means Committee

RESOLUTION NO. _____

AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH SLATE HILL CONSTRUCTORS INC. FOR THE DYKE ROAD BRIDGE REPLACEMENT

WHEREAS, sealed bids were opened on June 9, 2021 for the Dyke Road Bridge Replacement, Sul-39 in the Town of Sullivan, Bid 2117, and;

WHEREAS, the low bid meeting specifications is as follows;

Slate Hill Constructors \$162,000.00

WHEREAS, the above cost includes the removal and installation of a steel bridge superstructure for a term from August 10, 2021 to October 29, 2021.;

WHEREAS, the cost for services has been appropriated in the 2021 County Road Fund Budget;

WHEREAS, this agreement was reviewed and approved by the Highway, Buildings and Grounds Committee on June 23, 2021, and;

NOW, THEREFORE, BE IT RESOLVED, that the Chairman of the Board of Supervisors be and is hereby authorized to enter into an Agreement on behalf of the County of Madison with Slate Hill Constructors Inc., in the form as is on file with the Clerk of the Board.

Dated: July 13, 2021

Ronald Bono, Chairman
Highway, Buildings and Grounds Committee

 Madison County Purchasing Department Computation of Bids Opened: 6/9/2021 @ 11:15 am Bid Ref: Bid 2117 - Dyke Road Bridge Replacement Department: Highway					
				Slate Hill Constructors	Vector Construction Corp
		No:		1	2
		Bid Pages		Y	Y
Item No.		Description	Bid Sec	Y	Y
1		Removal and Installation of Steel Bridge Superstructure LUMP SUM		\$ 162,000.00	\$ 207,000.00

RESOLUTION NO. _____

AUTHORIZING BID AWARD TO CA TOOLS FOR HAND TOOLS & BOXES

WHEREAS, sealed bids were opened on May 25, 2021 for Hand Tools & Boxes, Bid 2118, and;

WHEREAS, the bid award recommendation was based on best value and awarded as follows;

CA Tools \$46,165.88

WHEREAS, the cost for the commodity purchase has been appropriated in the 2021 New Highway Facility Budget;

WHEREAS, the bid award was reviewed and approved by the County Attorney's Office and by the Highway, Buildings and Grounds Committee on June 23, 2021; and

NOW, THEREFORE, BE IT RESOLVED, that the Madison County Board of Supervisors approves awarding Bid No. 2118 for the Hand Tools & Boxes to CA Tools.

Dated: July 13, 2021

Ronald C. Bono, Chairman
Highway, Buildings and Grounds Committee



Madison County
 Purchasing Department
 Computation of Bids
5/25/2021 @ 11:15 am
 Bid 2118 - Hand Tools & Boxes
 Highway

	CA Tools	Auto Parts of Morrisville
	1	2
Bid Pages		
Bid Sec N/A		
TOTAL COST	\$ 46,165.88	\$ 38,654.40

RESOLUTION NO. _____

**DESIGNATING DISPOSAL OF OBSOLETE AND/OR SURPLUS COUNTY PERSONAL
PROPERTY**

WHEREAS, in accordance with Madison County Purchasing Policy and Procedures, certain County personal property is required to be declared obsolete and/or surplus by the Board of Supervisors before disposal; and

WHEREAS, the current County personal property waiting obsolete and/or surplus designation is listed below; and

WHEREAS, the list of items has been reviewed and approved by the Administration and Oversight Committee;

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors declares the list of said items as obsolete and/or surplus.

ITEM	DEPARTMENT	MILEAGE	CONDITION	COMMENT
MOR023 - 2012 International 7600	Highway	122,321	Good	Surplus

Dated: August 10, 2021

David Jones, Chairman
Administration and Oversight Committee

Highway Highlights June 23, 2021

1. Many Towns helping with roadside mowing and hauling, including Madison, Cazenovia, Lenox, Sullivan, Georgetown, Stockbridge, Hamilton, and Lebanon.
2. Crews at the new shop are wrapping up grading in the front and paving top in the Salt Storage building. Additional top course is being done on the East side this week. Suite-Kote will be milling Brown and Cole road on June 23rd, with cold mix base paving scheduled for July 9th.
3. One of the new hires from this spring has been let go, he started May 10th and was let go on June 15th. Two others are doing well and a third will be starting July 5th.
4. Cold In-Place Recycling has been completed. Crack filling is ongoing with about 40 miles remaining. Mastic work is scheduled for early July. Hot mix paving is scheduled to begin in early August. Guiderail replacement and installation is beginning June 21st.
5. Bolivar Road Bridge and New Boston Street Bridge replacements are both underway. The 2021 Bridge NY applications, 6 for the County and 3 for Towns, have been submitted. Brad is participating on the Application Review team with NYSDOT and other County staff.
6. This year's Cornell Highway School was a virtual event with several live demonstrations and was presented over several days June 7th to June 10th, called Virtual Highway School- Good Roads Week. Joe Wisinski provided opening remarks to begin classes on June 8th.
7. One of the two employees out on administrative leave will be coming back to work June 21st, the other has submitted his resignation.

Facilities Updates 6/23/21

Maintenance Highlights

- Finished building boxes for the Board of Elections.
- Implemented a staff rotation system so that all members of crew are cross-trained
- Attend ongoing trainings at the Morrisville Highway Garage
- Landscaped the Wampsville Highway Garage
- Prepping and painting New CAC location
- Prepare hundreds of document boxes (County Clerk's Office) for recycling

Facilities Projects:

- Clockville Water District – Running water main on Nelson Rd. Installed water main at W Knolls Blue stake letter has been sent out to property owners to stake out their water service meter location.
- New Highway Complex – Punch list from architect and engineers has been generated and distributed to contractors. Contractors have been given extra work from the county and they are completing and ongoing with work. Ribbon Cutting Ceremony is July 21st @ 11:00 a.m. with HB&G meeting to follow. Highway crews are installing binder and topping for parking lots. They have completed the topsoil grading and seeding and planted trees.
- 3071 Seneca Turnpike Canastota (county owned house that had garage fire)- Abscope has performed the controlled abatement demolition of the house and garage and will be completed with clean-up this week. Lyle Malbouf and Solid Waste will clean the remainder of the site of debris and Property will be ready for auction this fall.
- Sanitary Sewer Project- Signed intermunicipal agreement with City of Oneida was approved and received on 6/16/21. Still awaiting grant funding approval from the State.
- Central Arraignment @ PSB- Being pursued to have Central Arraignment inside the library in the PSB. Facilities will be building a wall and have moved in a Judge's bench into the space.
- Facilities will be pursuing engineering for the Cedar St. Highway Clean-Up Project.
- Facilities will be looking at the Wampsville Highway Garage North for potential administration/ADA locker-room restroom upgrades.



MADISON COUNTY CENTRAL SERVICES

ALEX BROWN
Technician

PO Box 546
Wampsville, NY 13163
315/366-2380

TO: Buildings & Grounds Committee

FROM: Todd Russell
Central Service Technician

DATE: June 1, 2021

SUBJECT: MONTHLY REPORT

Listed below are the totals for the month MAY '21 for the Central Services Department.

PRINTING

Jobs	-	<u>32</u>
Impressions (Copies)	-	<u>48,287</u>
Charge Back	-	<u>1,940.98</u>

YEAR TO DATE

<u>208</u>
<u>492557</u>
<u>16,934.20</u>

MAIL

Pieces processed	-	<u>16,877</u>
Charged postage	-	<u>11,518.73</u>

<u>81,684</u>
<u>63,855.69</u>

UPS

Incoming pieces	-	<u>316</u>
Outgoing pieces	-	<u>120</u>

<u>1456</u>
<u>620</u>

FREIGHT & OTHER DELIVERIES

Incoming shipments	-	<u>33</u>
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<u>192</u>

STOCK SUPPLY REPLACEMENTS

<u>31</u>

<u>107</u>

If you have any questions, please contact me at X380.