



PUBLIC WORKS COMMITTEE

Time: 3:00 PM

Location: WebEx & 74 Ontario St., 2nd Floor Committee Room 213

March 21, 2022

MEMBERS PRESENT

In Person: Supervisors Fred Lightfoote, Peter Ingalsbe, David Phillips, Jared Simpson, Norm Teed, and Dominick Vedora.

Via WebEx: Supervisor Christopher Vastola

OTHERS PRESENT

In Person: County Administrator Chris DeBolt, County Attorney Holly Adams, Commissioner of Public Works Bill Wright, Planning Director Tom Harvey, Sr. Fiscal Manager Nellie Puma, Civil Engineer Chris Day, Associate Planner Tim Jensen, Buildings and Grounds Supervisor Steve Vanderbrook, and Deputy Clerk to the Board Diane Foster.

Via WebEx: Finance Director Mary Gates, Project Manager Jesse Gotham, Buyer Jenifer Langer, Clerk to the Board Kristin Mueller, and AJ Magnan.

CALL TO ORDER

The meeting of the Public Works Committee was called to order at 3:08 p.m. by Chairman Fred Lightfoote.

MINUTES

Supervisor Teed made a motion to approve the minutes of the Public Works Committee meetings held on February 28, 2022. Supervisor Simpson seconded the motion. The motion carried.

PLANNING/ FLCC

♦ Resolutions

Associate Planner, Tim Jensen, presented a resolution entitled, “Capital Project No. H033-16, Space Reorganization & Security Enhancement of 3010 County Complex Dr. - Authorize Contract for Consulting Services – Access Systems, Inc.”.

Supervisor Teed motioned to approve the contract with Access Systems. Supervisor Vedora seconded the motion. The motion carried.

Associate Planner, Tim Jensen, presented a resolution entitled, “Capital Project No. H033-16, Space Reorganization & Security Enhancement of 3010 County Complex Dr. - Authorize Contract for Consulting Services – Seeler Engineering, P.C.”.

Supervisor Vedora motioned to approve the contract with Seeler Engineering. Supervisor Ingalsbe seconded the motion. The motion carried.

Associate Planner, Tim Jensen, presented a resolution entitled, “Capital Project No. H062-19, Firing Range Improvements – SEQR Review, Establishment of Intent to Serve as Lead Agency, Set Public Hearing

Date”.

Supervisor Ingalsbe motioned to declare intent of lead agency and set a public hearing. Supervisor Phillips seconded the motion. The motion carried.

Mr. Jensen sent the committee the draft storage study earlier in the day. He asked committee to review it and bring any questions or concerns to next committee meeting.

◆ *Capital Project Payments*

Supervisor Lightfoote asked if there were any questions or concerns regarding the capital project payments as presented. Hearing none. Supervisor Teed motioned to approve the capital project payments as presented, seconded by Supervisor Vedora. The motion carried.

Mr. Harvey provided the committee with a brief update on change orders for the nursing project. He will send the spreadsheet to committee shortly.

EXECUTIVE SESSION

At 3:20 PM, Supervisor Lightfoote made the motion, seconded by Supervisor Teed, to go into executive session regarding discussion on 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; motion carried.

At 3:27 PM, Supervisor Ingalsbe made the motion, seconded by Supervisor Phillips, to leave executive session; motion carried.

PUBLIC WORKS CAPITAL PROJECTS

◆ *Capital Project Payments*

Supervisor Lightfoote asked if there were any questions or concerns regarding the capital project payments as presented. Hearing none. Supervisor Vedora motioned to approve the capital project payments as presented, seconded by Supervisor Ingalsbe. The motion carried.

HIGHWAY

◆ *Resolution*

Sr. Fiscal Manager, Nellie Puma, presented a resolution entitled, “Assignment and Assumption Agreement – Sanico Cleaning Solutions”.

Supervisor Vedora motioned to approve assignment and assumption agreement. Supervisor Simpson seconded the motion. The motion carried.

◆ *Budget Transfers*

Civil Engineer, Chris Day, presented the following two budget transfers:

- Additional Funding for Striping of Roads
- Use Portion of CHIPS Funding for Highway Materials

Supervisor Ingalsbe motioned to approve the two budget transfers as a block. Supervisor Teed seconded the motion. The motion carried.

BUILDINGS AND GROUNDS

◆ *Resolutions*

Buildings and Grounds Supervisor, Steve Vanderbrook, presented a resolution entitled, “Renew Bid B21016 Purchase of Work Uniforms”.

Supervisor Simpson motioned to approve the renewal of bid (B21016). Supervisor Phillips seconded the motion. The motion carried.

Buildings and Grounds Supervisor, Steve Vanderbrook, presented a resolution entitled, “Accept Quote for Maintenance & Repair of Crematory at Animal Care Facility”.

Supervisor Vedora motioned to approve the acceptance of the quote for the maintenance and repair of the crematory. Supervisor Teed seconded the motion. The motion carried.

Commissioner Wright presented a resolution entitled, “Amend 2022 Capital Improvement Plan and Authorize Purchase of Framing Components for Carports”.

Supervisor Vedora motioned to approve the amendment to the 2022 CIP and purchase framing components for carports. Supervisor Ingalsbe seconded the motion. The motion carried.

FLEET

◆ *Resolutions*

Sr. Fiscal Manager, Nellie Puma, presented a resolution entitled, “Authorization to Enter into Agreement for Telematics Services and Agreement for Wireless Services – Enterprise Fleet Management, Inc. and T-Mobile USA, Inc.”.

Supervisor Teed motioned to approve the agreement with Enterprise Fleet Management and T-Mobile for GPS units in the County fleet. Supervisor Vastola seconded the motion. The motion carried.

Commissioner Wright presented a resolution entitled, “Authorization to Order 2023 Sheriff Fleet”.

Supervisor Vedora motioned to approve the ordering of the 2023 Sheriff fleet. Supervisor Phillips seconded the motion. The motion carried.

Commissioner Wright explained that there have been problems getting vehicles. Some of their orders were canceled and other orders were not able to be filled by the manufactures anymore. When the order window opens it is very short. Commissioner Wright would like permission to order 2023 Sheriff vehicles as soon as possible with out having to come back to committee for approval. With this approval they would use fund balance to purchase them and then return funds to fund balance from the appropriate budget. It still may take 18-24 months to get the

vehicles.

◆ *Budget Transfer*

Commissioner Wright presented a budget transfer for the transfer of a vehicle from Public Health to the Sewer District.

Supervisor Vastola motioned to approve the budget transfer for the vehicle. Supervisor Simpson seconded the motion. The motion carried.

Sr. Fiscal Manager, Nellie Puma, let the committee know that with the extreme increase in the price of fuel she is watching the budget closely. The price of the last unleaded fuel bill was \$.60 a gallon over the budget amount. Diesel was \$1.00 a gallon over the budgeted amount. If prices continue to stay this high, then she will have to bring forward a budget transfer to cover the shortage. She is estimating that shortage would be around \$200,000 for the year.

Buildings and Grounds Supervisor, Steve Vanderbrook, also noted that he received notice from our natural gas provider that they will be invoking a clause in the contract to increase the price \$.33 cents.

COUNTY ADMINISTRATOR

◆ *Updates*

County Administrator, Chris DeBolt, gave the following updates:

- We have lots of rapid COVID test available
- He would like to start conversions for an RFP for a comprehensive energy study for the County
- He would like to have a county-wide housing study done to see how we can better serve our residents

PUBLIC WORKS UPDATE

Commissioner Wright updated the committee on the Honeoye wastewater treatment plant. Since they must abide by the financial restraint's original approved a few years ago by the Comptrollers Office they will have to come back to committee to fund some items in the project. His team thinks that they will need around \$850,000 to complete this project. They are going to continue meeting and come up with a plan on how to fund this budget gap and get the project completed.

ADJOURNMENT

On motion of Supervisor Teed, seconded by Supervisor Simpson, the meeting was adjourned at 4:06 pm.

Respectfully Submitted, Kristin A. Mueller, Clerk to the Board