



Highway Committee

Committee Meeting

60 Central Ave.
Cortland, NY 13045
<http://www.cortland-co.org>

~ Agenda ~

Tuesday, September 12, 2017

10:00 AM

Room 304

CALL TO ORDER

Attendee Name	Present	Absent	Late	Arrived
District 3 Thomas P. Hartnett	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
District 4 Richard Bushnell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
District 10 Gordon Wheelock	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
District 12 Joseph Steinhoff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Chair Charles Sudbrink	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
District 9 Linda Jones	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
District 11 Christopher Newell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

MINUTES

1. Highway Committee - Committee Meeting - Aug 8, 2017 9:00 AM

RESOLUTIONS

Airport

ON MOTION OF DENKENBERGER

AGENDA ITEM NO. 1

Authorizing the Chair of the Legislature to Execute a Letter of Intent Confirming Cortland County's Intent to Enter into Formal Contract Negotiations with Abundant Solar Power, Inc., for Development of a Solar Energy System on Certain County Properties and Authorizing Abundant Solar Power, Inc., and the Central New York Regional Planning Board to Conduct Investigations and Analysis Required for a Pre-Development Report for Consideration by the Legislature at No Cost to the County. - County Planning Department

WHEREAS, the Cortland County Legislature adopted Resolution No. 300-16 July 28th, 2016 Authorizing an intermunicipal cooperation agreement for participation in the Solarize CNY Initiative, AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 301-16 on July 28th, 2016, authorizing the execution of an Intermunicipal Cooperation Agreement with the Central New York Regional Planning and Development Board (RPDB) under which the County would become a Participating Organization in the SolarizeCNY Initiative, a program of the RPDB which aims to make it easier and more affordable for municipalities to develop and use solar energy to offset municipal energy use and costs, AND

WHEREAS, the RPDB, by aggregating the demand and opportunity for a collective 45 megawatts of municipal solar development at twenty-three Participating Organizations, including Cortland County, has identified and secured the participation of Abundant Solar Power, Inc. ("Abundant Solar"), in the SolarizeCNY Initiative via the SolarizeCNY-Request for Proposals issued by the RPDB on September 23, 2016 (the "RFP") and the proposal submitted by Abundant Solar on December 5, 2016, AND

WHEREAS, under the terms of the RFP, and provided a Letter of intent is issued by Cortland County, Abundant Solar will immediately begin work on completion of a pre-development report that will provide the basis for Abundant Solar to determine the feasibility and costs for development of proposed solar energy systems on certain designated properties owned by Cortland County, AND

WHEREAS, such pre-development report will include, but not be limited to, a detailed engineering feasibility analysis of the site(s) along with the submission of the interconnection report to New York State Electric and Gas, application for local site and zoning permitting (if required), application to NYSERDA for the NY-Sun Program incentive, and compliance as needed with the State Environmental Quality Review (SEQR) Act, AND

WHEREAS, all costs associated with the completion of the pre-development report and the related utility and regulatory filings, including costs for Abundant Solar staff time, outside contractors, and independent studies for engineering analysis and environmental review shall be the sole responsibility of Abundant Solar Power, Inc., with no costs borne by Cortland County, AND

WHEREAS, the pre-development report triggered by County issuance of the Letter of Intent will provide a basis for the final solar energy system price negotiations, including a purchase power agreement and site lease, between Cortland County and Abundant Solar, which will be presented to the Cortland County Legislature for review and consideration, AND

WHEREAS, the Letter of Intent and related approvals authorized by the Resolution do not constitute or create any contractual relationships between Cortland County and Abundant Solar and/or other participating parties, AND

WHEREAS, the County of Cortland strongly supports the development of renewable energy in Cortland County and the CNY Region and has determined that it is in the best interest of the Cortland County to advance the Solarize CNY Initiative by issuing the Letter of intent and related approvals, NOW THEREFORE BE IT

RESOLVED, by the Cortland County Legislature, as follows:

Section 1. The Chair of the Legislature is hereby authorized and directed to execute the Letter of Intent outlining Cortland County's intent to enter into formal contract negotiations with Abundant Solar Power, Inc., for development of a solar energy system on certain Cortland County properties and authorizing Abundant Solar Power, Inc., and the Central New York Regional Planning Board to conduct investigations and analysis required for the pre development report for consideration by the Cortland County Legislature, at no cost to Cortland County;

Section 2. The Chair of the Legislature shall designate a Primary Point of Contact for the project who will participate in contract negotiations with Abundant Solar Power, Inc., and a Primary Point of Contact for Information Requests;

Section 3. The Chair is authorized and directed to issue a Utility Authorization Letter, which will allow the RPDB and Abundant Solar Power, Inc., to access Cortland County utility records in order to design the most economically beneficial solar energy system(s) for Cortland County review and consideration;

Section 4. The Chair is authorized and directed to issue a New York State Standard Acknowledgment of Property Owner Consent Form, which is required for submission to the NY-Sun Program incentive application to NYSERD, AND BE IT FURTHER

RESOLVED, that this Resolution shall be in effect immediately upon Legislature approval.

ON MOTION OF SUDBRINK

AGENDA ITEM NO. 2

Authorize Lease of Hangar Building MH-3, Cortland County Airport - Highway Department

WHEREAS, Cortland County currently owns, maintains and leases various Hangar buildings and spaces at Cortland County Airport on a monthly basis, AND

WHEREAS, the County advertised for and received proposals for leasing Hangar Building MH-3 to provide airport mechanic services for five years, AND

WHEREAS, the Airport Advisory Board evaluated the sole proposal from the firm that submitted a proposal and has recommended David R. Jones, DBA David Jones Aircraft Services, 922 NYS Route 222 MH-3, Cortland, NY 13045 to lease MH-3 and provide airport mechanic services for a five-year term, AND

WHEREAS, the sole proposal includes a rental rate schedule as follows:

<u>YEAR</u>	<u>MONTHLY RENTAL RATE</u>
1	\$600.00
2	\$600.00
3	\$600.00
4	\$600.00
5	\$600.00

, AND

WHEREAS, the Highway Committee of the Cortland County Legislature recommends approval of said lease of Hangar MH-3, in its entirety, at Cortland County Airport to David Jones Aircraft Services, for a 5-year term (10/1/2017 - 9/30/2022), per the above listed rental rate schedule, NOW THEREFORE BE IT

RESOLVED, that the Legislature hereby approves the lease of Hangar MH-3, in its entirety, at Cortland County Airport to David Jones Aircraft Services, for a 5-year term (10/1/2017- 10/30/2022), per the above listed rental rate schedule, with lease payments to be deposited in Account # A561042.41770, AND BE IT FURTHER

RESOLVED, that the Chairman of the Legislature, upon review and approval by the County Attorney or designee as to form, is hereby authorized to execute the necessary Hangar Lease Agreement for said Hangar MH-3 Building at Cortland County Airport.

Dwyer Park

ON MOTION OF SUDBRINK

AGENDA ITEM NO. 3

Increase Daily Rental Rates at Dwyer Park Shelters - Highway Department

WHEREAS, the County of Cortland owns, maintains and rents individual shelters at Dwyer Park, AND

WHEREAS, the Highway Committee of the Legislature recommends increasing the daily rental rates for the existing shelters from \$50.00 per day to \$75.00 per day, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby establishes daily pavilion shelter rental rates as listed above at Dwyer Park, AND BE IT FURTHER

RESOLVED, that the above listed rental rates at Dwyer Park shall take effect beginning January 1, 2018, AND BE IT FURTHER

RESOLVED, that the revenue from said leases are to be deposited in account A711042.41770.

Highway Department

ON MOTION OF SUDBRINK

AGENDA ITEM NO. 4

Amend Contract/Town of Cincinnatus/Snow and Ice-County and State Roads/Highway Department

WHEREAS, the Cortland County Legislature approved Resolution 81-15 to enter into a new five year agreement with the Town of Cincinnatus to control snow and ice on 4.05 miles of County roads and 8.01 miles of State Roads during the 2016-2017 and thru the 2020-2021 snow seasons, AND

WHEREAS, the Highway Committee has recommended that it would be beneficial to both the County of Cortland and the Town of Cincinnatus that the County perform snow and ice control on the aforementioned 8.01 miles of State Roads, AND

WHEREAS, the Highway Committee of this Legislature has recommended that the County amend the existing agreement with the Town of Cincinnatus to control snow and ice on the 4.05 miles of County roads during the 2016-2017 and thru the 2020-2021 snow seasons, AND

WHEREAS, the Highway Committee has recommended that the County resume the Snow and Ice Control on State Roads within the Town of Cincinnatus under its existing time and material contract with the State of New York, NOW THEREFORE BE IT

RESOLVED, that the Chairman of the Legislature, upon review and approval by the County Attorney or designee and subject to appropriation of funding by the Legislature is hereby authorized to amend said Snow and Ice Agreement with the Town of Cincinnatus, AND BE IT FURTHER

RESOLVED, that the Cortland County Treasurer be and is hereby authorized and directed to make payment for said agreement from Account # D51105.54817.7300.

ON MOTION OF SUDBRINK

AGENDA ITEM NO. 5

Amend Resolution No. 155-17 Authorizing Agreement/ New York State Department of Transportation for the Chenigo Solon Pond Large Culvert Replacement - Highway Department

WHEREAS the Cortland County Legislature adopted Resolution No.155-17 on April 27th, 2017, AND

WHEREAS, the Highway Committee desires to Authorize the implementation, and funding in the first instance 100% of the State funded eligible costs of a transportation State Aid project, and appropriating funds therefore, AND

WHEREAS, the Project for the Chenigo Solon Pond Road Large Culvert Replacement Project was awarded funding under the BRIDGE-NY Program, that calls for the apportionment of the costs of such program to be borne with 100% State Funds, AND

WHEREAS, Cortland County is the Project Sponsor and is legally empowered to declare itself to act as Lead Agency under SEQRA as the County is a local agency pursuant to the New York State Environmental Quality Review Act ("SEQRA"), ECL Section 8-0101, *et seq.*, and implementing regulations 6 NYCRR Part 617 (the "Regulations"), AND

WHEREAS, the proposed project meets the criteria established for a SEQRA Type II Action, per NYCRR Section 617.5, Subdivision (c), Item 2, and does not meet or exceed any thresholds in Section 617.4, AND

WHEREAS, the project has been identified as a SEQRA Type II Action, AND

WHEREAS, the New York State Department of Transportation has requested the previously adopted resolution 155-17 include specific deadlines for construction, NOW THEREFORE BE IT

RESOLVED, the County hereby concurs that the Project to replace Cheningo Solon Pond Road Large Culvert can be classified as a Type II Action under SEQRA, and no further review under SEQRA is required, AND BE IT FURTHER

RESOLVED, that the County Legislature hereby approves the above-subject project, AND BE IT FURTHER

RESOLVED, that the County Legislature hereby authorizes the County of Cortland to pay in the first instance 100% of the State share of the cost of Scoping, Design, Construction and Construction Inspection for the Project or portions thereof, AND BE IT FURTHER

RESOLVED, that the Cortland County Director of Budget and Finance is hereby authorized and directed to make the following 2017 budget modification:

HH512243.43597.BRNY	NYS Revenue	\$0	-\$542,000)	(-\$542,000)
HH51225.54055.BRNY	PE/Design	\$0	\$112,000	\$112,000
HH51225.54999.BRNY	Right of Way	\$0	\$10,000	\$10,000
HH51225.52800.BRNY	Construction	\$0	\$420,000	\$420,000

, AND BE IT FURTHER

RESOLVED, that in the event the full State share costs of the project exceeds the amount appropriated, the Legislature of Cortland County shall convene as soon as possible to review and consider approval of an additional resolution to appropriate said excess amount immediately upon the notification by the NYSDOT thereof, AND BE IT FURTHER

RESOLVED, that the Chairman of the County Legislature of Cortland County be and is hereby authorized and directed to execute all necessary Agreements, certifications or reimbursement as approved to form by the County Attorney or designee, on behalf of the County of Cortland in connection with the advancement or approval of the Project, AND BE IT FURTHER

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, AND BE IT FURTHER

RESOLVED, that construction shall begin no later than eighteen (18) months after award, and that the project must be completed within three years of commencing construction, AND BE IT FURTHER

RESOLVED, this Resolution shall take effect immediately.

ON MOTION OF SUDBRINK

AGENDA ITEM NO. 6

Rescind Resolution No. 307-11 - Highway Capital Plan Bonding - Highway Department

WHEREAS, the Cortland County Legislature adopted Resolution No. 307-11 authorizing a County Highway Department Ten (10) year Capital Plan in the total amount of \$30,000,000 and further authorizing the issuance of bonds to cover the cost of the said Capital Plan in the amount of \$1,600,000 annually with a 2013 year exception for the years of 2012-2021, AND

WHEREAS, review of this practice and the financial direction of the county have determined that it may not be in the best interest of the County to bond for Highway Projects annually in the amount of \$1,600,000, AND

WHEREAS, the County would like to the retain the option(s) of: changing the amount of the Highway Capital Project work on an annual basis, financing capital projects through the annual County Budget, bonding after completion of project only for the amount needed, and/or any other option which may be available and more financially viable, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Board of Legislators hereby authorizes the rescinding of Resolution No. 307-11, effective immediately upon the conclusion of the 2017 budget.

DISCUSSION/REPORTS

Discussion Items

1. Rescind Resolution No. 307-11 - Highway Capital Plan Bonding
2. September 2017 Highway Department Report



Highway Committee

Committee Meeting

60 Central Ave.
Cortland, NY 13045
<http://www.cortland-co.org>

~ Minutes ~

Tuesday, August 8, 2017

9:00 AM

Room 304

CALL TO ORDER

The meeting was called to order at 9:00 AM by Chair Charles Sudbrink

Attendee Name	Title	Status	Arrived
Thomas P. Hartnett	District 3 - Committee Member	Excused	
Richard Bushnell	District 4 - Committee Member	Present	
Gordon Wheelock	District 10 - Committee Member	Present	
Joseph Steinhoff	District 12 - Vice Chair	Absent	
Charles Sudbrink	Chair	Present	
Linda Jones	District 9 - Committee Member	Excused	
Christopher Newell	District 11 - Committee Member	Present	
Eric Mulvihill	Clerk, County Legislature	Present	
Karen Howe	County Attorney	Present	
Donnell Boyden	Legislative District 8	Present	9:13 AM
Mary Ann Discenza	District 6	Present	9:11 AM
George Wagner	District 15	Present	9:40 AM
John R Troy	Legislative District 1	Present	9:35 AM
Philip Krey	Superintendent Highways	Present	
Nick Graziano	Cortland Standard	Present	

MINUTES

Highway Committee - Committee Meeting - Jul 11, 2017 10:00 AM

RESOLUTIONS

Airport

AGENDA ITEM NO. 1 – Approval of Selection of Airport Engineering Consultant-Five Year Term (2017-2022) Cortland County Airport- Highway Department - **Approved**

AGENDA ITEM NO. 2 – Authorize Lease of Hangar Building MH-3, Cortland County Airport - Highway Department - **Tabled**

Dwyer Park

Highway Department

DISCUSSION/REPORTS

Discussion Items

1. August 2017 Highway Department Report

Mr. Krey said the Jet A fuel farm design may be completed in 60 days. He said due to the heavy storms and related damage his regularly schedule repairs and

Minutes Acceptance: Minutes of Aug 8, 2017 9:00 AM (MINUTES)

maintenance work has been delayed. He informed the committee that the storm prompted 46 repairs with a total cost of \$364 thousand dollars. Mr. Krey said he expects the County will be reimbursed for the cost of the storm repairs and clean-up. Mr. Krey and the committee discussed establishing a reserve account to be used to fund repairs and receive the reimbursement. Mr. Krey said in 2013 there may have been a storm account that was funded from the general fund and then reimbursed when the state funds were received.

Mr. Krey said he expects much of the previous scheduled maintenance will be completed despite the storm related set-backs; of course the completion is dependent on when snow comes.

Mr. Newell asked what storm costs are reimbursed by New York State. Mr. Krey said the reimbursement is based on equipment, materials, and over time labor costs. He said there is the possibility that some base labor costs may be eligible for reimbursement as well. Mr. Krey discussed establishing a dedicated storm damage account and placing funds in the account in order to fund the required storm related repairs while the County awaits reimbursement.

Mr. Sudbrink asked if there had been any movement on a request for proposals for private highway construction companies to provide emergency response in the event of storms or other related highway emergencies. Mr. Krey said he expects to send out a Request For Proposal in September.

Mr. Krey said he is reviewing a flooding remediation report for the Town of Scott. He said his overtime costs are up a bit due to the floods and storms.

Mr. Krey said he has seen a slight increase in Dwyer Park Revenues. He suggested increasing the rental rates for the park pavilions; a \$10 increase was suggested.

Mr. Krey discussed the Town of Cincinnatus plowing contract, he said the Town has indicated it no longer wants to be involved in the service agreement; however the new Highway Superintendent has expressed an interest in resuming plowing of County Roads only with the County servicing the State highway plowing contracts. Mr. Sudbrink said he would like the County to handle the blowing of Borden Hill as he doesn't feel the Town applies enough material. Mr. Sudbrink said he planned to discuss the Town plowing contract with the incoming highway superintendent.

Mr. Wheelock said he would like to receive copies of the highway crew day sheets. Mr. Sudbrink said all committee members should receive copies of the sheets. Mr. Krey said the day sheets represent a tentative schedule and sometimes the work is varied depending on weather and other variables.

2. Setting Up Project and Funding for July 2017 Flooding
3. Amending Town of Cincinnatus Snow and Ice Agreement-Removing NYS Roads from Agreement

review the details of the capital plan and the impacts of bonding to support the resolution. Ms. Arnold said the 10-year plan was originated in 2004, and has not been acted on since then. Mr. Murphy explained that this resolution only authorizes the County to go to bond, it is not the actual sale of the bonds. He said every project to be done will come back before the legislature not only for bonding, but for contracting for the work to be done. Mr. Chambers said the timing of the resolution is critical, as plans need to be drawn up, with supplies and materials bid out very soon in order to begin projects in 2012. All members voting in favor, except Ms. Briggs, Mr. Hartnett, Mr. Willcox and Mr. Waldbauer, who were opposed. Agenda Item No. 16 became:

ON MOTION OF MR. FULLER

RESOLUTION NO. 307-11

**Authorize Funding for Construction of Highway Capital Plan
Highway Department**

WHEREAS, the County desires to construct the Project Listed in the County Highway Department's 10 year Capital Plan, AND

WHEREAS, Cortland County intends to fund the portion of the County Highway Department's Capital Plan not funded by the Consolidated Highway Improvement Plan (CHIPs), AND

WHEREAS, the Capital Plan cost is estimated to be \$30,000,000, NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature hereby authorizes the funding of the Highway Department Capital Plan, AND BE IT FURTHER

RESOLVED that Chairman of the Cortland County Legislature, upon review and approval as to form by the County Attorney, is authorized to sign any and all documents, and agreements associated with the implementation of the Cortland County Highway Department Capital Plan, AND BE IT FURTHER

RESOLVED, that the Cortland County Treasurer is hereby authorized and directed to secure the necessary revenue bonds to cover the cost of the said Capital Plan in the amount of \$1,600,000 annually with 2013 being the exception where \$2,600,000 is the estimated amount needed to be secured, AND BE IT FURTHER

RESOLVED that the Cortland County Treasurer is hereby authorized and directed to establish a capital account in the amount of \$17,000,000 for the projects contained in the said Capital Plan, AND BE IT FURTHER

RESOLVED, that all costs associated with the implementation of the County Highway Department Capital Plan shall be charged to the various said project accounts.

Agenda Item No. 17 – Support Federal Legislation Changing Bridge Design Standards – Highway
On motion of Mr. Fuller. Seconded by Mr. Cornell. All members voting in favor; none opposed. Agenda Item No. 17 became:

ON MOTION OF MR. FULLER

RESOLUTION NO. 308-11

**Support Federal Legislation Changing Bridge Design Standards
Highway Department**

SEPTEMBER 2017 HIGHWAY DEPARTMENT REPORT

Administration

Prepared Resolutions
 Closing out NYSDOT and FAA airport contracts
 2018 Budget Development
 Storm Damage Meeting with FEMA
 Refining Preliminary Cost Estimates of Storm Damage
 Refined Costs from Winter Storm Stella
 Attended NYSCHSA Summer Conference
 Jet-A Fuel Farm Progress Meeting
 Budget Update and Overtime: See attached

Projects

Various Bridge Painting - Federal Aid Project – Received approval from NYSDOT to hold precon meeting with Erie Painting (Prime Contractor). Meeting held on 08-24-17. Anticipated completion this year.

Kinney Gulf Rd. Bridge – Federal Aid Project – Advance Detail Plans (ADP) complete. 2018 construction. ROW purchases progressing.

Blodgett Mills Bridge Rehabilitation – Federal Aid Project – Draft Design Report submitted to NYSDOT. 2018 construction.

2017 Projects:

Road Projects:

July Storm Repairs - All road hazards resulting from the July storms have been either temporarily or permanently repaired. Resumption of regularly scheduled road rehabilitation work resumed August 1st.

East River Road – 3.3 miles (sections 3 & 4) complete, except for oil and stone

Crains Mills Road – 2.9 miles (entire) complete

Freetown Cross Road – 1.0 mile (section 1) complete

Lincklaen Road – 3.4 miles (entire) complete

Song Mountain Road – 1.2 miles (entire) complete except for oil and stone

Bridge and Large Culvert Projects:

Highland Road Bridge – Construction ongoing – scheduled road open first week in September

Lower Cincy Willet Road Culvert (slip line) – Preconstruction Meeting with Procon held on August 9th – work started. Scheduled completion end of September.

Freetown Cross Road Culvert (slip line) – Same as above

Daisy Hollow Road Culvert – Construction progressing – scheduled road opening mid-September

Bloody Pond Road – Construction progressing – scheduled road opening end of September

PAVE-NY and EWR Projects:

East River Road – 1.65 miles (section 2) not started – will roll over to 2018 road project

Song Lake Road – 1.30 miles (section 2) complete except for oil and stone

BRIDGE-NY Projects:

Chenango Solon Pond Large Culvert Replacement – Received scope and fee from selected design firm. 100% State funded, \$542,000 total project cost. 2018 construction. **Out to consultant for contract execution.**

Staffing

Heavy Equipment Mechanic – Eliminating position in 2018 budget

Highway Construction Mechanic – Conducting interviews

Temporary Summer Help – Returned to school

Equipment

New 10-wheel truck delivered

Ordered new bridge crew truck – awaiting delivery

Ordered second 10-wheel dump truck – September delivery

Road Maintenance – Continued with roadside mowing, repairing storm damage. Completed 30 miles of oil and stone out of 56 miles (not including rehab projects).

Dwyer Park

Wade Pool – Park open 7:00 a.m. to 8:00 p.m., wade pool closed (as of August 25). Scheduled park closing on October 15.

Airport

FAA ACIP Meeting – Scheduled for October 19th at FAA offices in Long Island

Master Plan Update – Waiting for FAA approval of design aircraft as identified in MPU.

Jet A Fuel Farm – design ongoing, progress meeting held on 08/30/17

Taxilane Reconstruction Design – Grant agreement submitted to FAA for signature

Main Apron Rehabilitation Design – Grant agreement submitted to FAA for signature

New Airport Sign - Installed

New T Hangars – concurrence from NYSDOT to modify drives to new hangars not received in time – will delay work until 2017.

Airport Advisory Committee – Met on 06/20/17