



Highway Committee

Committee Meeting

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

~ Agenda ~

Tuesday, August 7, 2018

10:00 AM

Room 304

CALL TO ORDER

Attendee Name	Present	Absent	Late	Arrived
Board Member Thomas P. Hartnett	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Board Member Donnell Boyden	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Vice Chair Sandra Price	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Board Member Linda Jones	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Committee Chair, Christopher Newell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Board Member Ronald J. Van Dee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Board Member Chad Poli	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

MINUTES

Highway Committee - Committee Meeting - Jul 10, 2018 10:00 AM

RESOLUTIONS

Airport

Dwyer Park

Highway Department

ON MOTION OF NEWELL

AGENDA ITEM NO. 1

Amend 2018 Budget - Accept CHIPS EWR Funds - Highway Department

WHEREAS, the State of New York has allocated \$65,000,000 of additional funding for road improvement projects in 2018 under the program known Extreme Winter Recovery (EWR) capital appropriation to help local governments make necessary repairs to highways and bridges, AND

WHEREAS, the allocation of funds to each recipient has been determined according to the current CHIPS formula, AND

WHEREAS, the allocation of additional revenue to Cortland County is in the amount of \$240,498.21 for EWR, AND

WHEREAS, the additional revenue to be received from the State of New York has been recommended by the Cortland County Highway Committee to be added to further the Shippey Road Project # 7105, NOW THEREFORE BE IT

RESOLVED, that the 2018 County Budget be amended as follows:

INCREASE

REVENUE			
D511243.43501	CEWR	CHIPS-EWR	-\$240,498

INCREASE			
EXPENSES			
D51125.54065	7105	EQUIP	\$59,625
D51125.54077	7105	MATERIALS	\$180,873

Action Items

1. Approve Request from 7 Valley Street Rods to Use Little York Park September 15Th, 2019 for Their Annual Car Show

DISCUSSION/REPORTS

Approval to Hire

1. Approval to Hire - Motor Equipment Operator - Highway
2. Approval to Hire - Motor Equipment Operator - Highway
3. Approval to Hire - Motor Equipment Operator - Highway

Discussion Items

1. Highway Department Activities Report-August 2018



Highway Committee

Committee Meeting

~ Minutes ~

60 Central Ave.
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Tuesday, July 10, 2018

10:00 AM

Room 304

CALL TO ORDER

The meeting was called to order at 10:00 AM by Committee Chair, Christopher Newell

Attendee Name	Title	Status	Arrived
Thomas P. Hartnett	Committee Member	Excused	
Donnell Boyden	Committee Member	Present	
Sandra Price	Vice Chair	Present	
Linda Jones	Committee Member	Excused	
Christopher Newell	Committee Chair,	Present	
Ronald J. Van Dee	Committee Member	Present	
Chad Poli	Committee Member	Present	
Charles Sudbrink	Chair, Legislature	Present	
George Wagner	Board Member	Present	
Kelly L. Fairchild-Preston	Board Member	Present	
Paul Heider	Board Member	Present	
Eric Mulvihill	Clerk, County Legislature	Present	
Wendy Franklin	Assistant County Attorney	Present	
James Morse	Deputy Highway Superintendent	Present	
Jacob DeRoche	Cortland Standard	Present	

MINUTES

Highway Committee - Committee Meeting - Jun 12, 2018 10:00 AM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Sandra Price, Vice Chair
SECONDER:	Chad Poli, Committee Member
AYES:	Boyden, Price, Newell, Van Dee, Poli
EXCUSED:	Thomas P. Hartnett, Linda Jones

RESOLUTIONS

Airport

Dwyer Park

Highway Department

AGENDA ITEM NO. 1 – Amend Snow and Ice Removal Agreement with Town of Marathon - Highway Department

Minutes Acceptance: Minutes of Jul 10, 2018 10:00 AM (MINUTES)

RESULT: APPROVED [UNANIMOUS]
Next: 7/17/2018 11:00 AM
MOVER: Sandra Price, Vice Chair
SECONDER: Ronald J. Van Dee, Committee Member
AYES: Boyden, Price, Newell, Van Dee, Poli
EXCUSED: Thomas P. Hartnett, Linda Jones

ON MOTION OF NEWELL

RESOLUTION NO. 263-18

Amend Snow and Ice Removal Agreement with Town of Marathon - Highway Department

WHEREAS, it is provided by Section 135-A of the Highway Law that a County may enter into contracts with Towns for control of snow and ice conditions on County Roads for periods not to exceed ten (10) years when authorized by the County Legislature, AND

WHEREAS, the Highway Committee has recommended that the County employ various Town Highway forces for a 5 (five) year term, AND

WHEREAS, the Cortland County Highway Department currently has an agreement with the Town of Marathon for control of snow and ice on 7.67 miles of County roads, AND

WHEREAS, the rate paid for centerline miles for the 2018-2019 agreement year is \$3,904.39 per centerline mile, AND

WHEREAS, the Town of Marathon has approved by resolution to add 3.78 miles of County Road to their Snow and Ice contract for the 2018/2019 winter season, which consists of 2.29 miles of Highland Road and 1.49 miles of Jennings Creek Road, AND

WHEREAS, the funds for said increases are allocated in the 2018 County Road Fund Budget, AND

WHEREAS, the Highway Committee of this Legislature has recommended that Cortland County amend the existing agreement to add 3.78 miles of County road to the 2018-2019 snow season for the amount of \$14,758.58, NOW THEREFORE BE IT

RESOLVED, that the amended agreement costs be charged to Account D51105.54871.7300, AND BE IT FURTHER

RESOLVED, that the Chairman of the Legislature of Cortland County, upon review and approval by the County Attorney or designee, is hereby authorized to amend the existing agreement with the Town of Marathon.

AGENDA ITEM NO. 2 – Amend 2018 Capital Budget / Cheningo Solon Pond Road Culvert Highway Department

RESULT: APPROVED [UNANIMOUS]
Next: 7/17/2018 11:00 AM
MOVER: Ronald J. Van Dee, Committee Member
SECONDER: Sandra Price, Vice Chair
AYES: Boyden, Price, Newell, Van Dee, Poli
EXCUSED: Thomas P. Hartnett, Linda Jones

ON MOTION OF NEWELL

RESOLUTION NO. 262-18

Amend 2018 Capital Budget / Cheningo Solon Pond Road Culvert Highway Department

Minutes Acceptance: Minutes of Jul 10, 2018 10:00 AM (MINUTES)

WHEREAS, the Cortland County Legislature approved Resolution No. 268-17 awarding the Engineering Agreement for Design of the Chenigo Solon Pond Road Culvert Project #D035602 to Barton & Loguidice, D.P.C. for an amount not to exceed \$76,000, AND

WHEREAS, during the 2018 Budget preparation process, Barton & Loguidice, D.P.C. anticipated that most of this phase of the project would be completed in 2017, AND

WHEREAS, the design Phase of said project did not begin until 2018, AND

WHEREAS, there was an unexpended amount of \$112,000 remaining in account #H51225.54055.BRNY (Professional Service) in the 2017 budget, of which \$50,000 will need to be moved to the 2018 budget, NOW THEREFORE BE IT

RESOLVED, that the 2018 Budget be amended as follows:

		2018		
		Original	Change	Final
HH51225.54055.BRNY	Professional Services	\$26,000	\$50,000	\$76,000
HH512243.43597.2808	State Revenue	(\$26,000)	(\$50,000)	(\$76,000)

AGENDA ITEM NO. 3 – Amend 2018 Capital Budget / Blodgett Mills Road Bridge - Highway Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 7/17/2018 11:00 AM
MOVER:	Sandra Price, Vice Chair
SECONDER:	Ronald J. Van Dee, Committee Member
AYES:	Boyden, Price, Newell, Van Dee, Poli
EXCUSED:	Thomas P. Hartnett, Linda Jones

ON MOTION OF NEWELL, HOMER

RESOLUTION NO. 261-18

Amend 2018 Capital Budget / Blodgett Mills Road Bridge - Highway Department

WHEREAS, the Cortland County Legislature authorized an agreement with the NYSDOT for Blodgett Mills Road Bridge Replacement Project (D034824, PIN 3756.04) by Resolution No. 356-14, AND

WHEREAS, the Blodgett Mills Road Bridge Replacement Project is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs of such program to be borne at the ratio of 80% Federal Funds and 20% non-Federal Funds, AND

WHEREAS, the said project is eligible for a reimbursement of up to 15% of the project costs through NYSDOT AID (Marchiselli aid), AND

WHEREAS, the Cortland County Legislature authorized Resolution 215-15 awarding the Design Phase of said project to McFarland Johnson for an amount not to exceed \$175,000, AND

WHEREAS, the Design Phase of the said project was not substantially completed in 2017 as expected, AND

WHEREAS, there was a balance of \$32,628.74 remaining in the 2017 budget that needs to be

Minutes Acceptance: Minutes of Jul 10, 2018 10:00 AM (MINUTES)

moved to the 2018 budget in order to compensate McFarland Johnson for the remainder of the work due on their contract, NOW THEREFORE BE IT

RESOLVED that the 2018 Capital Project be amended as follows:

	2018 Budget	Change	Final
Increase:			
HH51225.54055.2811 Prof. Services	\$25,000.00	\$32,628.74	\$57,628.74
HH512243.43597.2811 State Revenue	(-\$261,750.00)	(-\$4,894.31)	(-\$266,644.31)
HH512244.44597.2811 Federal Revenue	(-\$1,396,000.00)	(-\$26,102.99)	(-
\$1,422,102.99)			
HH512248.45032.2811 Local Share	(-\$87,250.00)	<u>(-\$1,631.44)</u>	(-\$88,881.44)
Net Change		-0-	

DISCUSSION/REPORTS

1. July 2018 Highway Departmental Activities Report

Mr. Morse provided an update on planned projects as well as the status of the planned Cheningo-Solon Pond Road culvert project. He said there is a planned public outreach meeting on the project on July 12th in Truxton.

Mr. Morse discussed the Bridge NY program and the possibility of providing assistance to smaller municipalities so that they may submit projects for funding under the grant program.

Mr. Morse updated the committee on the recent July 4th fireworks event. Ms. Price asked if the County should continue the event.

Mr. Poli expressed concern related to not moving forward with sending un-used equipment to auction.

Mr. Sudbrink asked for an update on project roads. Mr. Morse reviewed various issues with the oil and processes that were used on the project roads. He described how the Highway Department is responding to the problem. Mr. Van Dee said the County Highway Department should stop grinding roads. Mr. Sudbrink said the Department has ceased grinding roads.

Mr. Sudbrink discussed a staffing issue that occurred during the fourth of July holiday weekend.

RESULT:	COMPLETED
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Executive Session

Mr. Van Dee made a motion to enter executive session to discuss information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed. Mr. Poli seconded the motion, all in favor; none opposed. The committee entered executive session at 10:42 AM

Mr. Boyden made a motion to return to open session, Ms. Price seconded the motion all in favor, and none opposed the committee returned to open session at 11:01 AM

**Highway Committee**

60 Central Ave.
Cortland, NY 13045

SCHEDULED**APPROVAL TO HIRE (ID # 5722)**

Meeting: 08/07/18 10:00 AM
Department: Cortland County Legislature
Category: Personnel
Prepared By: Karen Fuller
Initiator: E Mulvihill
Sponsors:
DOC ID: 5722

Approval to Hire - Motor Equipment Operator - Highway

**Highway Committee**

60 Central Ave.
Cortland, NY 13045

SCHEDULED**APPROVAL TO HIRE (ID # 5728)**

Meeting: 08/07/18 10:00 AM
Department: Cortland County Legislature
Category: Personnel
Prepared By: Karen Fuller
Initiator: Karen Fuller
Sponsors:
DOC ID: 5728

Approval to Hire - Motor Equipment Operator - Highway

**Highway Committee**

60 Central Ave.
Cortland, NY 13045

SCHEDULED**APPROVAL TO HIRE (ID # 5729)**

Meeting: 08/07/18 10:00 AM
Department: Cortland County Legislature
Category: Personnel
Prepared By: Karen Fuller
Initiator: Karen Fuller
Sponsors:
DOC ID: 5729

Approval to Hire - Motor Equipment Operator - Highway

AUGUST 2018 HIGHWAY DEPARTMENT REPORT

Administration

Prepared Resolutions

Reimbursements for NYSDOT and FAA airport and highway projects

Town Highway Superintendents Meeting

Department Head Meeting

Weekly Highway Construction Coordination Meetings

Budget Update and Overtime: *See attached*

Projects

Various Bridge Painting - Federal Aid Project – Anticipated completion end of August.

Kinney Gulf Rd. Bridge – Federal Aid Project – *Project anticipated being complete at end of August.*

Blodgett Mills Bridge Rehabilitation – Federal Aid Project – Project rescheduled to be let in fall 2018 for a 2019 construction.

2018 Projects:

Road Projects:

East River Road Rehab – Section 2 - 1.65 miles (Rolled over from 2017 Pave-NY) – *Grinding, grading and compaction complete.*

Chenango Road Rehab – 0.56 miles – *Paving complete and road open.*

East Homer Crossing Rehab – 0.49 miles – *Paving complete and road open.*

Highland Road Rehab – 3.27 miles *Grinding, grading and compaction complete.*

Little York Lake Rehab – 0.72 miles *Paving complete.*

Tannery Street Ext Rehab – 0.53 miles *Grinding, grading and compaction complete.*

PAVE-NY and EWR Projects:

Shippely Road Rehab – 0.76 miles- *resolution to accept EWR funding and allocate funds to this project*

BRIDGE-NY Projects:

Chenango Solon Pond Large Culvert Replacement –100% State funded, \$542,000 total project cost. 2019 construction. *Final IPP and FDR submitted for review.*

Final applications of three bridges and six large culverts submitted to NYSDOT

Staffing

HEO – *4 positions open, 3 permission to fill requests submitted to personnel*

Heavy Maintenance Equipment Mechanic – open

Equipment

10-wheel dump truck – Ordered end of February- *Cab and chassis delivered to Henderson, waiting to be outfitted with dump box and plow equipment*

Surplus Equipment Auction- *asset disposal forms are being collected for signature and processing. County has enough items to hold their own auction once paperwork is processed.*

Road Maintenance – *Tree removal, pothole repairs, shoulder cutting, ditching, small culvert replacements, roadside mowing*

Dwyer Park

Dwyer Park – Park opened May 21.

Airport

Master Plan Update – Received FAA comments on alternatives. Runway extension will be added as a planned project, which will need justification for funding in the future. Will need to revisit Airport Capital Improvement Plan as a result.

Jet A Fuel Farm – Project awarded to LaValley Construction. Received signed contract 05/02/18. Construction coordination meeting held on May 14. *Receiving submittals for approval.*

Taxilane Reconstruction Design – Bids opened on 06/05/18. 2019 award and construction.

Main Apron Rehabilitation Design – Same as above

Airport Advisory Committee – Regular meeting on March 21st, special meeting on April 5th.

2017 Budget Surplus - Approximately \$51,000