

**Facilities and Infrastructure Committee
January 17, 2008
Scott Heyman Conference Room**

Approved 4/17/08

Present: L. McBean-Clairborne, Chair; D. Randall; D. Kiefer (arrived 3:34); K. Luz Herrera; P. Mackesey
Staff: E. Marx, Commissioner of Planning and Public Works; D. Ellis, Weights and Measures; N. Jayne, County Administration; W. Sczesny, Highway Director; B. Eckstrom, T. Richardson, Solid Waste; R. Nicholas, Airport; G. Potter, Information Technology Services; K. Fuller, Deputy Clerk of the Legislature

Call to Order

Mrs. McBean-Clairborne, Chair, called the meeting to order at 3:30 p.m. and welcomed staff and Legislators to the first regular 2008 Committee meeting.

Items to be Added or Withdrawn

Mrs. McBean-Clairborne gave permission to withdraw the agenda item entitled Budget Adjustment – Highway.

Person(s) Wishing to Address the Committee

No one spoke.

Chair's Report

Mrs. McBean-Clairborne reported the Committee held a brief meeting prior to the January 15, 2008 Legislature meeting to bring forward the resolution regarding the Lease/Purchase of property located at 55 Brown Road, which was approved by the full Legislature at their January 15, 2008 meeting.

Solid Waste

Ms. Eckstrom stated with the increased fees and punchcard use it is necessary to have adequate petty cash to provide change.

Ms. Kiefer arrived at this time.

RESOLUTION NO. – INCREASE SOLID WASTE DIVISION PETTY CASH FUNDS

It was MOVED by Ms. Mackesey, seconded by Ms. Kiefer, and unanimously adopted by voice vote by members present, to recommend approval of the following resolution to the full Legislature.

WHEREAS, on December 21, 1999, Resolution No. 321 established a petty cash fund for Solid Waste be established at \$600 as follows:

Solid Waste Scale House petty cash fund be set at \$400

Solid Waste Office petty cash fund be set at \$200

WHEREAS, the use of punchcards and coupons beginning in 2007 has increased the financial transactions at the Front Desk by over sixty percent, and

WHEREAS, the punchcards and coupons fees will increase by \$2 and \$1 respectively which will require an increase in the amount and type of currency available in the Bank, now therefore be it

RESOLVED, on recommendation of this Facilities and Infrastructure Committee, that the total petty cash funds for Solid Waste be increased to \$750.00 as follows:

Solid Waste Scale House petty cash fund be set at \$400

Solid Waste Office petty cash fund be set at \$350

and ledger accounts be created accordingly.

SEQR ACTION: TYPE II-20

* * * * *

2008 Tompkins County Solid Waste Hauling and Disposal Services

A brief discussion occurred regarding the written information provided indicating the need to seek bids for solid waste hauling and disposal services. The present contractor, We Care Disposal, based in Phelps, New York, does not wish to extend the contract due to increased fuel prices that make continuing the contract prohibitive. The new bid will be advertised February 5th, and it is anticipated at least four companies will respond and the resulting bid award will come back to the Committee on March 18, 2008. It was noted the County Attorney and Purchasing have reviewed the bid specifications. In response to questions it was noted the contract is for a three-year period with two, three-year extensions possible. In addition, the contract specifications require that a prevailing wage, as set by the New York State Department of Labor, be paid to the contractor's employees.

Ms. Kiefer inquired what particular Consumer Price Index (CPI) applies to the contract and was informed the Northeast Urban CPI is being utilized within the contract. *She then asked to be provided information as to why that particular CPI was chosen.*

It was MOVED by Ms. Mackesey, seconded by Ms. Kiefer, and unanimously adopted by voice vote, to authorize the Solid Waste Division to seek bids for the Solid Waste Hauling and Disposal Services.

2008 Annual Fee Revenue

Members of the Committee were provided with a chart representing the break-down of the 2008 Annual Fee Revenue (\$54 per household): 2% (\$1) for Household Hazardous Waste; 25% (\$13) for Recycling; 21% (\$12) for Closed Landfills and Facilities; 24% (\$13) for Recycling Collection; 18% (\$10) for Administration; and 10% (\$5) for Waste Reduction.

Hillview Road Landfill Citizens Advisory Committee

Ms. Kiefer inquired who would be working with the Hillview Road Landfill Citizens Advisory Committee in place of Mr. Thompson, who left the County for another position. She was informed that Mr. Richardson, along with Ms. Eckstrom, would be working with the advisory committee regarding the landfill closure. The Committee was informed that Mr. Thompson was not an engineer and that Barton Loguidice is the engineering firm that has worked on the project and will be anticipated to continue on an as-needed basis.

Commissioner of Planning and Public Works Report

Mr. Marx reported Airport staff have been approached by the Town of Lansing regarding a proposed Lansing Sewer District that could have an impact on the airport. The Air Service Board discussions on the proposal have indicated it would be positive for the airport if revenue-generating real estate development occurred. If the airport decided to support the project, an annual cost of approximately \$8,000 to \$10,000 would be added to the Airport budget and built into airport fees. The Committee was informed that any construction would be limited in height due to the proximity of the airport. Mr. Marx said this information was brought to the Committee to inform them of the discussions that are ongoing in the event they were approached by reporters or constituents as well as to seek approval to continue discussions. Mr. Marx noted that it would be a balancing act with an additional short-term cost for a potential long-term benefit.

In response to Ms. Mackesey's question why the Airport would receive any revenue for future development rather than the County, Mr. Nicholas said the property had been purchased with Federal Aviation Administration funds that

require any revenue to be deposited in Airport accounts. Ms. Kiefer said that it appears this proposal would utilize the real property in a different manner than it had originally been purchased for, namely to be used as a buffer zone. Mr. Marx said the property had been purchased to provide a noise buffer, however, commercial/industrial use of the property is compatible, and the fact that there are Empire Zone benefits available make consideration of inclusion in the Sewer District a potential benefit. Mr. Nicholas noted approval would have to be obtained by the Federal Aviation Administration and initial discussions have indicated they would not object.

Further discussion occurred, during which it was noted this particular project is a result of dire need of businesses located within the area to have adequate sewer disposal. The size of the sewer pipes for the proposal are not yet known, however, it would be determined by zoning and the current need. Mr. Marx also said that with regard to Ms. Kiefer's statement about joining the district at a later date when the Airport property is developed, the project might not proceed without commitment from enough stakeholders at this time. In addition, the County intends to make it clear there would be a maximum on the amount of annual commitment for the project if the County participated.

Mr. Nicholas informed the Committee the area considered is outside of the runway protection zone and that the majority of the property is outside the restricted area. A building being developed on this property could potentially be as high as forty feet.

Mr. Marx said in the event additional information occurs that is time sensitive he would request a meeting to discuss the matter further.

Members expressed their opinions, and consensus of the Committee was to allow discussions to move forward. Ms. Herrera stated she is not interested in moving forward, however, understands the majority of the Committee is.

Weights and Measures 2007 Annual Report

Mr. Ellis, Director, provided members with the 2007 Annual Report that is submitted to New York State. He noted that with the exception of some businesses not paying fees in a timely fashion there have not been any significant changes from previous years. For these businesses, a second invoice with a \$50 late fee resolved the situation.

Ms. Herrera noted that this is a one-person department who does a significant amount of work. She appreciates Mr. Ellis' efforts.

Ms. Kiefer noted that package inspections have taken place but questioned whether any scanner accuracy has taken place. Mr. Ellis explained that the State has a regulation in place for scanner accuracy, however, as of this time there is no fee schedule or adopted testing procedures in place. It is hoped that by March there will be material for testing. The procedure and fee schedules will require New York State Legislature approval.

The Committee requested an update on this situation as the matter progresses.

Airport

Approval to Seek Bids – Parking Lot Cash Register

Mr. Nicholas requested that he be allowed to seek bids for a new parking lot cash register, which downloads information to computers. The Committee provided approval by consensus and requested that the matter be brought back to Committee when complete.

Terminal Fire-Alarm System

In response to Ms. Kiefer's question, it was reported work on the new terminal fire alarm system has not yet begun.

Capital Payment Summary Report

Ms. Kiefer requested that the Committee be informed whether the work on the Emergency Power Generation Plan is completed and the payments represent final payments for the project.

Highway Division

Highway Capital Projects Status Report

The Committee reviewed the report and noted the following:

- Ellis Hollow Road – although Cornell University does not feel strongly on working together with this project, a joint effort in other areas may enable shifting of funds to allow the project to progress. More information should be forthcoming within the next several months. The project time-line amendment is due to the discussions occurring with Cornell University. The report will also reflect the lane/shoulder width to 10'/5' respectively.
- Harford-Slaterville Road Bridge – the design consultant for the project is Erdman-Anthony Engineers of Rochester.
- 76 Road over Boyer Creek and Seneca Road over Boardman Creek – Hunt Engineers were chosen rather than other lower bids due to a knowledge of the chosen company combined with some items not specific.
- Forest Home Drive Bridge – all stakeholders, including the Forest Home Improvement Association will be involved.
- Banks Road Bridge – no concurrence from Federal Emergency Management Administration has been received.
- Peruville Road – There has not been any update regarding the revision of an approved project for safety and road improvements.
- McLean-Cortland Road and Bridge – as a result of not having the full reimbursement expected on the project; funds from the capital funding stream may be used for overages. It was noted that due to personnel changes at the New York State Department of Transportation, approvals have not been received, which increases costs.
- Ringwood Road Bridge – although the County has prepared the reimbursement, it has been delayed due to the State process.
- Hanshaw Road Reconstruction – The County has not included the cost of sidewalks in the Highway budget; this expense will be paid by the Town of Ithaca and Village of Lansing.
- Coddington Road Reconstruction – The State has not yet approved the non-standard feature justification request. The arborist expense is hoped to fit within the budget.
- Warren Road Reconstruction – the United States Postal Services has indicated they would not contribute toward the cost of a traffic device at their location. The Village of Lansing Mayor is still interested in pursuing the inclusion. It was noted no access road has been considered for this area.

Committee Only Resolution

AUTHORIZATION TO EXECUTE A CONTRACT WITH HUNT ENGINEERS, ARCHITECTS, AND LAND SURVEYORS, P.C. FOR BRIDGE REPLACEMENT DESIGN SERVICES – SENECA ROAD OVER BOARDMAN CREEK - BIN 3210250 (ULYSSES) AND COUNTY ROAD 115 (BACK WEST CREEK ROAD) OVER BOYER CREEK – BIN 3314050 (CAROLINE)

By consensus it was approved to add the resolution to the agenda.

It was MOVED by Ms. Mackesey, seconded by Ms. Kiefer, to adopt the following resolution. A brief discussion occurred regard local municipal involvement. It was noted that a local municipality normally is involved in the design aspect of the work. It was recommended that municipalities be apprised of the status of local projects. A voice vote on

the resolution resulted as follows: Ayes – 4 (Herrera, Kiefer, Mackesey, McBean-Clairborne); Noes – 1 (Randall).
RESOLUTION ADOPTED.

WHEREAS, replacement design of bridges carrying Seneca Road over Boardman Creek (BIN 3210250) in the Town of Ulysses and County Road 115 (Back West Creek Road) over Boyer Creek (BIN 3314050) in the Town of Caroline, estimated at \$66,200, is included in the County Highway Division’s five-year bridge plan, and

WHEREAS, The Department of Finance - Division of Purchasing has duly advertised for proposals for bridge replacement design services in relation to these bridges, and

WHEREAS, eight (8) proposals were received on November 20, 2007, and

WHEREAS, the Tompkins County Highway Division has recommended Hunt Engineers, Architects, and Land Surveyors, P.C. as best qualified to provide design services, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the County Administrator or his designee be and hereby is authorized to execute a contract with Hunt Engineers, Architects, and Land Surveyors, P.C., of Airport Corporate Park, 100 Hunt Center, Horseheads, New York, for design services in connection with the Project for an amount not to exceed \$66,400.00.

SEQR ACTION: TYPE II- 18 (No further action required)

* * * * *

Background:

Eight consultants responded to a Request for Proposals for bridge design services on November 20. The firms and their proposed fees were:

Barton & Loguidice (Syracuse)	\$ 77,450
Delta Engineers (Binghamton)	\$ 80,440
Fisher Associates (Rochester)	\$121,800
Hunt Engineers (Horseheads)	\$ 66,400
LaBella Associates (Rochester)	\$ 93,000
McFarland Johnson (Binghamton)	\$ 61,000
Prudent Engineers (Syracuse)	\$ 66,040
Ryan-Biggs Associates (Troy)	\$225,734

This resolution authorizes a contract with Hunt Engineers to design both structures. Highway staff recommended hiring Hunt due to its experience with this type of bridge design, its previous experience with Tompkins County, and the proposed fee, which is at the budget estimate. Also, assumptions made in the lowest fee proposal would have likely resulted in cost increases later. All the firms except Prudent have worked with the Highway Division in the past 10 years.

CR115 bridge construction is scheduled for 2008. Seneca Road is scheduled in 2009.

The Seneca Road bridge is a 30-foot span concrete arch built in 1924. It is 18-plus feet wide and has been the site of several width-related accidents. The bridge is structurally deficient. It is poorly aligned with the creek, contributing to persistent bank erosion and undercutting of bridge footers. Although eligible for national historic listing, NYSHPO has stated that if the new bridge “reflects the design” of the existing parapets, “replacement will have No Adverse Impact” upon historic resources.

The County Road 115 bridge was built in 1930. It is 23.5 feet long and 28 feet wide. It was ‘red flagged’ in 2007 for girder section loss. Interim repairs were also performed in 2006 to patch holes in the concrete deck. Poor bridge-creek alignment creates recurring scour problems. Flooding over the road is often a problem during high flows.

Financial Implications:

The budgeted combined design cost for these projects was \$66,200. The Town of Ulysses anticipates a 20% share of the cost for Seneca Road, a town road. The County is responsible for initially paying all costs.

Pothole Filling Vehicle

Mr. Sczesny said discussions with other highway departments utilizing this equipment indicated they are very time-consuming. One particular highway department no longer uses the equipment at all.

Approval of Minutes

It was MOVED by Ms. Mackesey, seconded by Mr. Randall, to move the minutes of September 18, October 23, November 13 and 27, and December 11, 2007. A brief discussion occurred during which Ms. Kiefer requested that guests first and last names be included in minutes. In addition, it was agreed that suggested amendments to the minutes should be submitted in writing in advance of the meeting to provide members time to review the recommendations. Ms. Herrera said she would not support the minutes due to the suggested amendments. A voice vote on the motion to approve the minutes, as amended, resulted as follows: Ayes – 4 (Kiefer, Mackesey, McBean-Clairborne, Randall); Noes – 1 (Herrera). MINUTES APPROVED.

Mrs. McBean-Clairborne expressed her desire to have minutes approved in a timely fashion.

2007 Committee Goals

Ms. Nelson reminded the Committee that she used to do mid-year and year-end status reports on the Goals and wondered if that should continue.

Ms. Herrera provided a brief overview of the Committee 2007 Goals, noting Goal 1, the County-wide Broadband Service should continue to be explored; Goal 2, Cost-saving and Revenue-enhancing Measures is an ongoing item; Goal 3, Creating Best Practices in Environmental Protection was successful, with policies coming forward that will assist in developing a sustainable community.

Ms. Kiefer said Mr. Potter, Director of Information Technology Services, might see the need to modify the language in Goal 1 to more accurately reflect current steps being taken during 2008; Goal 2 is ongoing and doesn't know what the Committee can do to reach the goal; and Goal 3 will be more education of the policies put into place during 2008.

Mrs. McBean-Clairborne asked members to think of how to implement the current goals and what new goals they would be interested in.

Ms. Herrera spoke of streamlining minutes and contract reviews as cost-saving measures.

At this time Mr. Potter spoke about whether the Committee desired him to apply for a State grant related to Broadband services. This State grant totaling \$50 million is available to communities to explore broadband services in upstate New York. He said the Town of Danby is also applying for a grant. A grant application asking to hire a consultant to put together a plan would need to be completed within a week. It is not certain how the funds may be used as it has not yet been defined. The consensus of the Committee was to proceed with the grant application.

Mr. Potter stated he is also in the process of applying for a grant from State Archives to streamline minute-taking by the Legislature office. It would provide information via a service on the internet.

Adjournment

On motion, the meeting adjourned at 5:30 p.m.

Respectfully submitted, Karen Fuller, Deputy Clerk.