

**REGULAR MEETING
FACILITIES AND INFRASTRUCTURE COMMITTEE
TUESDAY, MARCH 27, 2007
3:30 P.M. - SCOTT HEYMAN CONFERENCE ROOM**

APPROVED APRIL 24, 2007

Present: K. Luz Herrera, Chair; P. Mackesey; D. Kiefer (arrived at 3:38 p.m.)
Excused: G. Stevenson; D. Randall
Staff: C. Nelson, Public Works Administrator; E. Marx, Commissioner of Planning and Public Works; W. Sczesny, Highway; A. LeMaro, Facilities Director; P. Younger, Deputy County Administrator; B. Eckstrom, Solid Waste Manager; G. Potter, Information Technology Director, K. Fuller, Deputy Clerk

Call to Order

Ms. Herrera, Chair, called the meeting to order at 3:34 p.m.

Agenda Additions or Deletions

There were no additions to, or deletions from the agenda.

Persons Wishing to Address the Committee

No one was present to speak.

Chair's Report

Ms. Herrera reported the outcome of the goals meeting held on March 20th was very productive and should assist with goal setting being addressed later in the meeting. She thanked Ms. Younger for her assistance in facilitating the meeting.

Report from the Commissioner of Planning and Public Works

Mr. Marx reported the Health Department Building Committee would be meeting on April 5th to review sites and determine which ones warrant additional consideration. He anticipates the number of sites will be narrowed down and that a decision will be made as to what sites to include in the final selection process.

Mr. Marx reported that he, Mr. Sczesny, and Mr. Lampman of the Highway Division met with Mr. Kanter, Town of Ithaca Highway Supervisor, to discuss traffic impacts of upcoming projects, including the Ithaca College Athletics and Events Center construction project. An area of concern is the proximity of Coddington Road to the Ithaca College project, particularly with regard to construction equipment and increased traffic entering Coddington Road. Mr. Marx said the overall determination of future impacts will be a lengthy process to fully review.

Mr. Marx reported the Air Service Board (ASB) Request for Qualifications (RFQ) will be sent out this week. The RFQ will be designed to seek out an individual, firm, or organization to provide strategic analysis and services to the ASB, much the same way as Mr. Hamilton provided prior to his resignation.

Ms. Kiefer arrived at this time.

A brief discussion followed concerning the RFQ and it was noted there would be a contract for services to be funded this year through the remaining Federal Aviation Administration grant funds. In

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response to Ms. Kiefer's question, Mr. Marx believes that one-half of the grant funds remain for use, which should cover this year and a portion of next year. If required, this position would be included in the airport's proposed budget for 2008.

Ms. Mackesey inquired about Taughannock Aviation's request for County funding for a Sciencenter event that was to take place. Mr. Marx indicated that the request was not fulfilled as this request had not been a budgeted item.

Mr. Marx reported on the upcoming resignations of Ms. Buck and Ms. Hackett who will be leaving the Planning Department early in the summer due to the relocation of their families. As a result he will be required to focus more on the Planning Department for the transitional period. He also reported that Ms. Jean Leccese would be starting on April 2 as the replacement for Ms. Filiberto, who took the position of Empire Zone Coordinator at Tompkins County Area Development.

Minutes of January 23, February 13, and 27, 2007

It was moved by Ms. Mackesey, seconded by Ms. Kiefer, to accept the minutes of January 23, 2007, with the suggested amendments. A brief discussion followed regarding Ms. Kiefer's proposed amendments and due to a lack of support, the motion was withdrawn.

A discussion regarding the minutes of February 13, and 27 occurred. Ms. Kiefer said upon review, she believed some areas in the February 13 minutes could be clarified with amendments; also, she said due to her recent automobile accident was unable to provide her amendments for the February 27 meeting within the schedule. The minutes of February 13th and 27th were deferred to the next meeting for further discussion.

2007 Committee Goals

Ms. Herrera said following last week's meeting to discuss goals assisted the Committee in defining the purpose of the exercise and would like to take the list of suggested goals and determine which should be included for the 2007 Goals.

Ms. Younger spoke of having seen several themes occurring in the Facilities and Infrastructure Committee that are encompassed by other Committees that included the following:

- Workplace Violence Act – Personnel Committee is undertaking the portion of the mandate relating directly to staff training and education. This Committee could review New York State policy to determine the assessment requirement of County facilities and the possible infrastructure changes resulting from the assessment.
- Monitoring Departments – Public Safety, Government Operations, and Health and Human Services Committees are including this topic within their goals. Areas of interest included a more effective and consistent process regarding monitoring of departments, obtaining feedback, and hearing departmental challenges. Departments additionally share the same concerns, particularly at budget time; desiring how to provide the most beneficial information to the Legislature. Some Committees are considering pilot programs in this area to assist in the process.
- Cost Saving/Revenue Producing – The Budget and Capital Committee has included this area as a strategic objective.
- Public Safety/Criminal Justice Data Sharing – The Public Safety Committee has included this topic as a goal. Although Information Technology Services is reporting to this Committee the topic is more appropriate within the other Committee.

Ms. Herrera stressed that the setting of goals does not eliminate day-to-day decisions and reports on topics that may be covered within other Committees.

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Ms. Younger said the goals should be intended to initiate or impact long-term operations. It is not a substitute for day-to-day work, routine work, or action items of the Committee.

Ms. Mackesey said she is in favor of consistency, however, believes there are differences between Committees. She strongly believes that developing Best Practices for the Environment should be a goal included for this Committee, particularly since so many divisions would be included.

At this time the Committee reviewed the proposed 2007 goals and discussed which goals should be carried forward. During the discussion, Ms. Younger noted the Government Operations Committee is reviewing the e-mail policy as well as discussing the review of other County policies. Ms. Younger said sixty-three percent of all County policies were created in 1981, with seventy-five percent of the policies revised only once; the amendments occurred during 1984 to 2006.

Following further discussion, the Committee reached consensus on the following list of goals:

- **Cost Saving and Revenue Enhancing** – including: (1) review of fees, and (2) determining a manner to provide historical information regarding vendor performance.
- **Best Practices Regarding the Environment** – which would include the review of the 20-Year Solid Waste Management Plan, Sustainability Team, Johnson Control's Performance Contract, etc.
- **County-wide Broadband Services** – Determine if there is a role for the County regarding bringing broadband service to all residents in the County.

Sustainability Team Report

Ms. Nelson provided an overview of the efforts of the Sustainability Team as established by Resolution No. 198 of 2006 of the County Legislature, which also states that progress reports be given annually to the Legislature by Earth Day.

The Team began meeting immediately and developed a draft action plan for 2006-2007 which was included for review. The draft plan was presented to several other committees previously and will come before the full Legislature at the April 4th meeting. The sustainable practices as identified in the resolution include a continuation of present practices, and will include developing specific policies for each area.

Ms. Eckstrom said the Team has also completed a lot of research, including finding models of work in the specific sustainable practices noted in the resolution.

Ms. Herrera said she has attended some of the meetings and is excited to see the enthusiasm of employees, noting it is what will make the plan successful.

Ms. Nelson informed the Committee that Ms. Lynch, Public Information Officer, is preparing a front-page article featuring the Sustainability Plan that will appear in the next edition of County Corridors, the employee newsletter. Ms. Lynch hopes to include quarterly articles highlighting portions of the plan.

Highway Division

Resolutions – Road Swaps

Mr. Sczesny, Highway Manager, said the resolutions that follow are a result of discussions begun approximately 1.5 years ago with Highway Supervisors in various municipalities. The County Highway Division is methodically evaluating road usage in each municipality and determining appropriate

ownership. The next municipalities he will be contacting to have the same discussions are Lansing, Groton, and Dryden.

A brief discussion followed and Mr. Marx explained that the changes in jurisdiction are part of an ongoing effort to align the county road system with roads that serve primarily intermunicipal or regional travel as opposed to local travel within a municipality. A rationale for this selective realignment is that county-wide taxpayers should reasonably be expected to pay for the maintenance of roads that serve primarily regional needs and local municipal taxpayers should be expected to pay for the cost of roads that serve primarily local needs.

Ms. Kiefer requested to be provided with a map indicating ownership and classification of roads within the County. It was also requested that an explanation be provided as to why the road swaps are being undertaken.

RESOLUTION NO. - AMENDING COUNTY ROAD SYSTEM TO ADD A SECTION OF GAME FARM ROAD AND BURNS ROAD IN THE TOWN OF ITHACA

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

WHEREAS, the County Highway Manager has recommended pursuant to Article 6, Section 115 of the Highway Law, that a section of Game Farm Road and Burns Road, in the Town of Ithaca, as set forth below, be added to the map of the Tompkins County road system, and

WHEREAS, the Town of Ithaca has been notified of and concurs with the recommendation of the County Highway Manager to add said roads to the map of the Tompkins County road system, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, pursuant to Article 6, Section 115 of the Highway Law, that section of Game Farm Road, from the Town of Ithaca-Dryden Town Line to Stevenson Road, being a distance of 0.4 miles, shall become a part of Game Farm Road, County Road 173, also Burns Road, being a distance of 1.14 miles, shall become County Road, be added to the map of Tompkins County road system to maintained by Tompkins County, and be it finally

RESOLVED, that the County Highway Manager is authorized to enter into an agreement with the Town of Ithaca reflecting this change and the amendment to the map of Tompkins County road system described above shall become effective at the specified date in said agreement.

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RESOLUTION NO. - REMOVAL OF BUNDY ROAD FROM THE COUNTY ROAD SYSTEM TO REVERT TO TOWN OF ITHACA

It was MOVED by Ms. Mackesey, seconded by Ms. Kiefer, and unanimously adopted by voice vote by members present, to submit the following resolution to the full Legislature for approval. RESOLUTION ADOPTED. It was noted the traffic counts are unknown as the municipality had not made this.

WHEREAS, the County Highway Manager has recommended pursuant to Article 6, Section 115-b of the Highway Law, that Bundy Road (County Road 138, approximately 2.19 miles), in the Town of Ithaca, as set forth below, be removed from the map of the Tompkins County, and

WHEREAS, the Town of Ithaca has been notified of and concurs with the recommendation of the County Highway Manager to remove said road from the map of the Tompkins County road system, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, pursuant to Article 6, Section 115-b of the Highway Law, that Bundy Road be removed from the map of the Tompkins County road system to revert to and be maintained by Town of Ithaca, and be it finally

RESOLVED, further, that the County Highway Manager is authorized to enter into an agreement with the Town of Ithaca reflecting this change and the amendment to the map of Tompkins County road system described above shall become effective at the date specified in said agreement.

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RESOLUTION NO. - AMENDING COUNTY ROAD SYSTEM TO ADD A SECTION OF KRUMS CORNERS ROAD AND IRADELL EXTENSION IN THE TOWN OF ULYSSES

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

Ms. Kiefer requested that future resolutions of this nature provide a date at which time proposed agreements must be completed or nullified.

WHEREAS, the County Highway Manager has recommended pursuant to Article 6, Section 115 of the Highway Law, that Krums Corners Road and Iradell Extension, in the Town of Ulysses, as set forth below, be added to the map of the Tompkins County road system, and

WHEREAS, the Town of Ulysses has been notified of and concurs with the recommendation of the County Highway Manager to add said roads to the map of the Tompkins County road system, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, pursuant to Article 6, Section 115 of the Highway Law, that Krums Corners Road, from the intersection of Wilkins Road to Iradell Road (County Road 177), being a distance of 0.7 miles, shall become a part of Krums Corners Road, County Road 141, also Iradell Extension, being a distance of 0.2 miles, shall become part of Iradell Road (County Road 177), be added to the map of Tompkins County road system to be maintained by Tompkins County, and be it finally

RESOLVED, further, that the County Highway Manager is authorized to enter into an agreement with the Town of Ulysses reflecting this change and the amendment to the map of Tompkins County road system described above shall become effective at the date specified in said agreement.

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RESOLUTION NO. - REMOVAL OF AGARD ROAD AND FALLS ROAD FROM COUNTY ROAD SYSTEM TO REVERT TO TOWN OF ULYSSES

It was MOVED by Ms. Mackesey, seconded by Ms. Kiefer, and unanimously adopted by voice vote by members present, to submit the following resolution to the full Legislature for approval. RESOLUTION ADOPTED. Ms. Kiefer noted she feels regret that this particularly beautiful road is not being retained by the County; she feels it is very good for tourism. Mr. Marx noted the Town of Ulysses has the most miles of County roads than any other municipality.

WHEREAS, the County Highway Manager has recommended pursuant to Article 6, Section 115-b of the Highway Law, that Agard Road (County Road 144, approximately 1.41 miles), and Falls Road (County Road 143F, approximately 1.58 miles), in the Town of Ulysses, as set forth below, be removed from the map of the Tompkins County road system, and

WHEREAS, the Town of Ulysses has been notified of and concurs with the recommendation of the County Highway Manager to remove said roads from the map of the Tompkins County road system, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, pursuant to Article 6, Section 115b of the Highway Law, that Agard Road and Falls Road be removed from the map of Tompkins County road system to revert to and be maintained by Town of Ulysses, and be it finally

RESOLVED, that the County Highway Manager is authorized to enter into an agreement with the Town of Ulysses reflecting this change and the amendment to the map of Tompkins County road system described above shall become effective at the date specified in said agreement.

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Highway Capital Project Status Report

The Committee reviewed the report and noted the following:

- Forest Home Drive Bridge – the deadline for consultant proposals is March 30th.
- McLean-Cortland Road – the TIP amendment requested by New York State Department of Transportation to move bridge funding to a separate project was approved by the ITCTC; the County is awaiting the agreement from the State. This is the next step to take in Phase 3 of the project. There are no estimates at this time of what the construction cost increases may be due to the delay of this portion of the initial project.
- Reimbursement Summary – Mr. Sczesny noted an additional \$1.8 million in reimbursements was received yesterday that is not reflected in the chart. *Ms. Kiefer requested that future summaries include the dates the chart reflects.*

Solid Waste Division

Annual Fee

Ms. Eckstrom reviewed a pie chart that indicated what percentage of the \$52 per household annual fee is used in each area of the operation and informed the Committee of the work done in the areas of the operation that utilize a portion of the annual fee. Ms. Eckstrom said a five-year budget for the Solid Waste Division is developed, followed by determining what the anticipated total annual fee revenue should be to cover the cost of operation. Upon determining these figures, a decision is then made on how to assign various percentages to the division's programs and administration. She believes that the total revenue is approximately \$4 million of the total \$5.5 million budget for the operation. Ms. Eckstrom also reported that educational institutions pay a fee that is based on a particular formula; this was reviewed within the past several years.

In response to Ms. Kiefer's question regarding the elimination of costs for landfills, Ms. Eckstrom said the Department of Environmental Conservation estimated a twenty-year period for the leachate to be ready to be discharged into a stream or body of water. It does not appear that is the case; current studies indicate it will require a 30-40 year period for this to occur. Ms. Eckstrom did state that the leachate will continue to decline, but the cost of well testing and hauling of leachate will continue during the period required. She noted, however, that in six years the cost of the collections systems and cap at all three sites (Caswell, Landstrom, and DR-7) will be paid for which will reduce the capital program by \$500,000.

Solid Waste Management Plan Status

Ms. Eckstrom provided the Committee with a copy of the 1991 Solid Waste Management Plan Executive Summary. She said that at future meetings additional information will be provided indicating how the County has met items outlined in the plan and how the plan was modified over the years due to changes in technology, new initiatives, education, etc. Ms. Eckstrom indicated the annual report, which includes revisions to the plan, is sent to the State will be completed by May. Presently, the County is ahead of the projected numbers for recycling and waste production; it was hoped to have fifty percent at

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the end of the 20-year plan and it is at fifty-five percent. Ms. Eckstrom would like to see the County reach seventy-five percent within the next seven years.

Ms. Herrera said the Solid Waste Management Division and the County has a lot to be proud of.

Adjournment

On motion, the meeting adjourned at 5:10 p.m.