

**REGULAR MEETING
FACILITIES AND INFRASTRUCTURE COMMITTEE
TUESDAY, APRIL 10, 2007
3:30 P.M. - SCOTT HEYMAN CONFERENCE ROOM**

Present: K. Luz Herrera, Chair; P. Mackesey; G. Stevenson; D. Randall; D. Kiefer (arrived at 3:35 p.m.)

Staff: C. Nelson, Public Works Administrator; E. Marx, Commissioner of Planning and Public Works; W. Sczesny, Highway Manager; A. LeMaro, Facilities Director; P. Younger, Deputy County Administrator; B. Eckstrom, Solid Waste Manager; G. Potter, Information Technology Director, K. Fuller, Deputy Clerk

Guests: Russell Maracle, Bill Lesser

Legislator: M. Robertson

Call to Order

Ms. Herrera, Chair, called the meeting to order at 3:30 p.m.

Agenda Additions or Deletions

Mr. Randall requested a discussion on clarification of protocol regarding Committee business.

Persons Wishing to Address the Committee

Russell Maracle, 713 Hayts Road, addressed the Committee regarding a long-term concern with the Highway Department. He provided a verbal history of the ditch running through his property, that he believes to be the result of an old “handshake agreement” with the County Highway Division prior to his purchase of the property. He reviewed a hand-drawn map of his property indicated a ditch running diagonally across his property from Hayts Road to Applegate Road, presumably to avoid the problem of the higher grade at the intersection. Mr. Maracle spoke of previous conversations with Mr. Messmer, former Highway Supervisor, as well as with Mr. Sczesny and Mr. Lampman, in which he requested that the ditch be cleaned out to prevent flooding on his property. He has been informed that without an easement there are difficulties regarding liability issues.

Ms. Herrera thanked Mr. Maracle and said she had talked with Mr. Sczesny and County Attorney, Mr. Wood, about the matter. She recommended the Mr. Maracle speak to Mr. Wood so that a cooperative and collaborative effort can be made to find an adequate resolution to the matter. *The Committee expressed a desire to be informed of the outcome.*

Minute Approval

Ms. Herrera stated that due to the length of the agenda the Committee deferred approval of minutes until the next meeting.

Ms. Kiefer arrived at this time.

Committee Business Protocol

At Mr. Randall's request, the Committee discussed protocol when dealing with questions and/or problems from constituents. Ms. Herrera said it is a matter of finding a way to provide Department Heads with knowledge of a problem, while still being respectful of the constituent's request for help.

Ms. Mackesey said she has received courtesy calls from other government entities notifying her of unresolved problems that provided her the opportunity to contact the Department Head and request that the constituent be contacted directly to amicably resolve an issue. However, she is uncertain of the best direction to take when it involves issues such as rights-of-way, or other more detailed matters.

Ms. Kiefer said often, when a constituent calls her, she determines whether the issue may be resolved directly, which may require her speaking to staff. If it appears that an issue is recurring, or unacceptable reasons have been provided for a matter, she then refers the matter to the appropriate Committee to be dealt with in a generic manner. She does not believe there is any specific policy.

Ms. Herrera spoke of an e-mail she received recently from a constituent, choosing not to respond immediately in order to communicate with Department Heads to gather accurate information for a proper response. However, she was troubled to learn that a non-committee member responded first (and copied all Legislators). Ms. Herrera said the project mentioned in the e-mail is funded differently and therefore has different design requirements. She thought the non-committee member's response did not provide the appropriate department, staff, and committee the courtesy of addressing the issue first and believes that providing accurate information to constituents is important. Ms. Herrera expressed her desire to have all Legislators know it is important and appreciated having the opportunity to provide committees and Department Heads with advance notice in matters such as this.

Ms. Kiefer believes that in general, if all receive an e-mail it opens the floor for all to respond. She does not believe it constructive to regularly contact a department head or bring each question to the Committee. She believes if it is a simple matter that may be resolved it is good to take care of it ourselves.

Mr. Randall felt that if it is simple it is good to take care of it, however, for other more complex matters it should be referred to the department or brought to Committee.

Following further discussion, the Committee agreed that it would be beneficial to clarify appropriate protocol among all Legislators.

Chair's Report

Ms. Herrera did not have a report.

Report from the Commissioner of Planning and Public Works

Mr. Marx was not present.

Approval of Minutes

Approval of minutes was deferred until the next meeting.

Ithaca Tompkins Regional Airport

RESOLUTION NO. - AUTHORIZING ACCEPTANCE OF A NEW YORK STATE DEPARTMENT OF TRANSPORTATION (NYSDOT) "AIR 99" GRANT TO OVERLAY PART OF THE TERMINAL ROAD SYSTEM INCLUDING PARKING LOT CRACK SEALING AND

POSSIBLE PARKING LOT EXPANSION - ITHACA TOMPKINS REGIONAL AIRPORT (PIN 3902.10)

Mr. Nicholas said the resolution is to accept a grant for a project that will be funded partly by a Federal grant, and partly from a State grant. There has been no work on the parking lots or sidewalks since they were built in 1994. Mr. Nicholas said the local share has been factored into the budget; and Mr. Squires, Finance Director, does not anticipate any difficulty with the reimbursement funding stream. Mr. Nicholas would like to invite C&S Engineers to a future meeting to discuss the various projects undertaken at the airport.

In response to Ms. Kiefer's questions, Mr. Nicholas indicated that the engineers will be bringing forward various design contracts for Committee consideration. In addition, he clarified that if there was enough funding, the short-term parking lot could be expanded to allow for increased need. He said that over the course of the year, there are times the short-term parking becomes extremely limited. He also noted that if the expansion project is undertaken, the equipment would not damage the newly surfaced/sealed areas of the parking lot.

It was MOVED by Mr. Stevenson, seconded by Ms. Kiefer, and unanimously adopted by voice vote, to recommend approval and submit the following resolution to the full Legislature. RESOLUTION ADOPTED.

WHEREAS, the County has received a grant offer from the New York State Department of Transportation (NYSDOT) under the "AIR 99" program, the amount of \$300,000 to assist with the overlay of part of the terminal road system including parking lot crack sealing and possible parking lot expansion, and

WHEREAS, the estimated maximum cost of this project is as follows:

NYSDOT Share(80.0%)	\$300,000
Local Share (20.0%)	\$ 75,000
Total	\$375,000

, and

WHEREAS, the local share will form part of the airport's 2007 operational budget, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the grant offer from the NYSDOT of \$300,000 be and hereby is accepted and that the County Administrator is authorized to execute the required documents.

SEQR ACTION: TYPE II-1

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Facilities

RESOLUTION NO. - AUDIT OF FINAL PAYMENT – R. DeVINCENTIS CONSTRUCTION, INC. – FOR EMERGENCY STANDBY GENERATOR - TOMPKINS COUNTY ANNEX BUILDING C - FACILITIES

It was MOVED by Mr. Randall, seconded by Ms. Kiefer. Mr. LeMaro reported the work to be satisfactory and all appropriate documentation was received.

A voice vote resulted as follows: Ayes – 5; Noes – 0. RESOLUTION ADOPTED.

WHEREAS, R. DeVincentis Construction, Inc., General Work Contractor, has completed their contract to our satisfaction for the installation of an emergency standby generator at Tompkins County Annex Building C, now therefore be it

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RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the following final claim against the County of Tompkins, be and hereby is audited by the Legislature:

<u>Vendor</u>	<u>Payment Request</u>	<u>Account No.</u>	<u>Amount</u>
R. DeVincentis Construction, Inc.	3F (Final)	HB1601.16.24	\$7,052.00

RESOLVED, further, That the Finance Director be and hereby is authorized and directed to pay said final claim from Account No. HB1601.16.24.

SEQR ACTION: TYPE II – 20

Facilities Status Report

The Committee reviewed the monthly status report and noted the following:

- Public Safety Building – six of forty-eight heat pumps were replaced last year, at least six will be completed this year as well. The fire alarm system is being replaced to bring it into ADA compliance.
- K-House – the boiler fire box repair will cost approximately \$500.
- Human Services Building – it was reported that the noise pollution reported by a nearby resident was due to vibrations; this is resolved by reducing the fan speed.
- Old Jail – it was determined the cause of an odor was from a small gas leak; this has been repaired.
- Building C – a new boiler is scheduled for installation. Mr. LeMaro reported on a fifty percent savings in energy costs upon replacing the heating system in the Courthouse last year.
- Tompkins County Public Library – the bid for replacing the doors has been awarded to McPherson who was the low bidder.
- Solar Panels on Library – A lengthy discussion regarding the continual damage to the panels following the construction of the parking garage took place. The latest damage resulted in \$2,000 in repair costs. It was decided to write to Mayor Peterson in an attempt to find a reasonable solution to prevent additional damage. Mr. Stevenson expressed concern with continually replacing panels that seem to be broken on a regular basis.
- Emergency Response Center – due to the new equipment, the dialers in county buildings will be required to be exchanged with new digital communications.

Resignation

Mr. LeMaro reported that Max Perez, HVAC Technician, resigned; he is moving out of state.

Highway Division

Five-Year Roadway Rehabilitation Plan

Mr. Sczesny reviewed the written report with the Committee. He said the work is determined by utilizing the Road Management System program. Mr. Sczesny stated there may be amendments to the plan as a result of increased construction costs (he reported that blacktop had been \$32/ton two years ago and is now at \$60/ton) as well as spring inspections of roads which may indicate a change in priority for roadwork. Mr. Sczesny stated that road swaps are not necessarily determined by traffic counts, a variety of factors are involved. He noted that the capital projects are scheduled to begin in 2008.

Ms. Kiefer left at this time (4:30 p.m.)

Discussion of Coddington Road Project

William Lesser, 406 Coddington Road, inquired as to the extent of the proposed project and was informed that the area to be completed is under discussion with the consultant to determine how to best utilize funding assigned to the project. Mr. Lesser then spoke about his concerns with the proposed reconstruction project, in particular the road width, potential increase in speed, loss of character due to tree removal, and the cause of enhanced sprawl. Mr. Lesser spoke of the three public hearings and indicated his belief that mitigation of a reduced lane width (ten feet) could retain the character and long-existing trees and landscape.

The Committee discussed the matter, during which it was indicated that the Ithaca-Tompkins County Transportation Council, following Federal census, determines the road classifications based on destination locations, generator points, traffic, connectivity, etc.; Coddington Road has been classified a collector road for between 20-30 years. In addition, as a Federal-funded project, certain requirements must be adhered to in order to obtain funding. Ms. Herrera believes that balancing residents' desires and project requirements is very important. With regard to the possible line-of-sight and placement of a roundabout near Burns Road mentioned at public hearings, it was noted that although the methods are being reviewed as possible speed controls, concerns relating to an adjacent creek and the potential implementation costs could prohibit this type of mitigation. Mr. Lesser said that although there have been three public hearings, the final design is unknown by residents at this time. Mr. Sczesny stated that the Federal standards are for 12-foot lanes with 6-foot shoulders; the design has the road narrowed to 11-foot lanes and 4-foot shoulders. Although the initial review is done by the State in Syracuse, it is still subject to a Federal review and approval. Mr. Sczesny does not want to attempt to design a project that ultimately will be refused, adding costs to the overall project. Mr. Lampman noted that the present proposal does not include coloring of the shoulder due to the cost.

Ms. Herrera suggested that a future meeting include information on general design principals for roads.

The final plans will be available for review at the Tompkins County Public Library, Highway Division website, other public locations, and at the Committee and Legislature, followed by a time period for public comment. Mr. Lesser suggested that five to ten percent of a project be set aside for amenities such as sidewalks, etc.

2007 – 2011 Five-Year Bridge Plan

Members received the written plan for bridge projects.

Spring Street Bridge Replacement

Mr. Sczesny requested permission to seek bids for the project and to be informed of the level of involvement the Committee would desire. Mr. Randall said conversations with the Town and Village of Groton Highway Superintendents indicated their approval of the design and a desire to move ahead on the project.

It was MOVED by Ms. Mackesey, seconded by Mr. Randall, and unanimously approved by voice vote by members present, to approve seeking bids for the Spring Street Bridge Replacement, and report back to the Committee with bid information, including clarification of the costs within the budget.

RESOLUTION NO. - AUTHORIZATION TO EXECUTE A CONTRACT WITH LABELLA ASSOCIATES, P.C. FOR DESIGN SERVICES – BANKS ROAD BRIDGE RESTORATION PROJECT (BIN 3209730)

Mr. Sczesny reported on the construction project that is a result of the June 6, 2006, flooding. He reiterated that FEMA and SEMO engineers noted the damage to the bridge is extraordinary. In addition,

he noted the other engineers bidding on the project had come in at two times the cost of LaBella Associates. This project will require sub-surface analysis and modified construction to repair the bridge.

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

WHEREAS, the northeast abutment and northeast approach embankment of the Banks Road Bridge (BIN 3209730) over Six-Mile Creek have failed as a result of heavy rains that occurred during the Federal Emergency Management Agency (FEMA)-declared disaster of the last week of June 2006 (Declaration Number FEMA-NY-DR1650), and

WHEREAS, the FEMA has approved a project that will include evaluation and design of the reconstruction necessary to return the bridge and approaches to their pre-disaster condition for which Federal sources will furnish 75% of necessary funding, and

WHEREAS, the Tompkins County Highway Division has requested proposals from four (4) consultants, received three proposals, and recommended LaBella Associates, 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 LaBella Associates, P.C., of 300 State Street, Rochester, NY, for design services in connection with the Project for an amount not to exceed \$66,440.57, the amount deemed eligible by FEMA.

RESOLVED, further, that the sum of \$66,440.57 is hereby made available within account HZ5103.59239.53.11, Road Maintenance Program Capital Project Account, to cover the cost of participation in the design phase of the Project,

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

RESOLUTION NO. AUTHORIZATION TO ACCEPT A GRANT FROM THE NEW YORK STATE OFFICE OF REAL PROPERTY SERVICES - INFORMATION TECHNOLOGY SERVICES DEPARTMENT, GEOGRAPHIC INFORMATION SYSTEMS DIVISION

Mr. Potter explained that the grant is to develop an Enterprise Address Management System (EAMS) to serve as the primary source and standardization of addressing details associated with parcel-level data for government organizations and departments within Tompkins County. This solution builds on the work and technology already implemented in a previous project and will continue to improve the reliability and functionality of local parcel data delivery systems. The EAMS will be designed to store and manage dynamic parcel-based addressing information that will be updated and utilized by local agencies via a web-interface.

It was MOVED by Ms. Mackesey, seconded by Mr. Stevenson. Mr. Potter explained the system will be utilized to provide accurate records in connection with future Census reporting as a result of consistency of information throughout the County.

A voice vote resulted as follows: Ayes – 4; Noes – 0; Excused – 1 (Legislator Kiefer).
RESOLUTION ADOPTED.

WHEREAS, the Tompkins County Information Technology Services Department, Geographic Information Systems (GIS) Division, has been notified of a grant award from the New York State Office of Real Property Services (ORPS) Real Property Tax Administration Technology Improvement Program (Grant Program) in the amount of \$106,000, and

WHEREAS, the New York State Office of Real Property Services grant provides project funding for the development of an Enterprise Address Management System (EAMS) to serve as the primary

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source and standardization of addressing details associated with parcel-level and Emergency Response data for use by government organizations and departments within Tompkins County, and

WHEREAS, the project will transform the collection and distribution of addressing information between multiple agencies to an effective process that ensures accurate and complete Tompkins County addressing information, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the County Administrator or his designee be authorized to execute all contracts related to this award,

RESOLVED, further, That the Director of Finance is authorized and directed to make the following budget adjustment:

REVENUE:	.43089	Other State Aid	\$106,000
APPROPRIATION:	.54442	Professional Services	\$ 76,000
	.52206	Computer Equipment	10,000
	.52230	Computer Software	20,000

SEQR ACTION: TYPE II-20

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Adjournment

On motion, the meeting adjourned at 5:34 p.m.