

APPROVED 12/11/07
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**REGULAR MEETING  
FACILITIES AND INFRASTRUCTURE COMMITTEE  
TUESDAY, JUNE 26, 2007  
3:30 P.M. - SCOTT HEYMAN CONFERENCE ROOM**

Present: K. Luz Herrera, Chair; G. Stevenson; P. Mackesey; D. Kiefer  
Excused: D. Randall  
Staff: E. Marx, Commissioner of Planning and Public Works; W. Sczesny, J. Lampman, Highway; A. LeMaro, Facilities Director; G. Potter, Information Technology Services Director; C. Nelson, Public Works Administrator; B. Eckstrom, L. Riley, T. Richardson, K. Thompson, Solid Waste Division; R. Nicholas, Airport; P. Meskill, Sheriff; P. Younger, Deputy County Administrator; N. Jayne, Administration; K. Fuller, Deputy Clerk

**Call to Order**

Ms. Herrera, Chair, called the meeting to order at 3:31 p.m.

**Agenda Additions or Deletions**

There were no additions to or deletions from the agenda.

**Persons Wishing to Address the Committee**

There was no one wishing to speak.

**Chair's Report**

Ms. Herrera did not have a report, however, she noted that Committee members expressed the print on the PAR forms was extremely small and difficult to review. She also indicated that due to a potential loss of quorum, action items on the agenda would be moved up.

**Report from the Commissioner of Planning and Public Works**

Mr. Marx provided an update on the Air Service Board Request for Qualifications for Marketing to utilize the funds from the Small Community Air Service Grant. One firm responded, and the Air Service Board met with the individual who provided a presentation, met a second time for follow-up with a specific proposal, and have determined to contract with the firm, Courtney Consulting. This will be in-depth market research and market plan working in conjunction with the Air Service Board, with the goal of generating the most marketing of the airport possible. Mr. Marx said that the portion of this grant earmarked for marketing will cover the cost of the contract. Ms. Kiefer inquired whether the firm has performed services for an airport previously and was informed that although they have not, the intent is to provide marketing to reach the public through community engagement. Mr. Marx said that it is a six-month contract with an option to continue if desired.

A brief discussion regarding the grant occurred, with information provided that the 2005 grant was initially for \$500,000, with a portion earmarked for marketing purposes, along with funds to be utilized to work with the County Convention and Visitor's Bureau and outside consultants. Mr. Marx said that he believes contracting with Courtney Consultants would be a very productive relationship to capitalize on various market areas.

*Ms. Kiefer requested that when the scope of the contract is completed a copy be provided to the Committee.*

**Approval of Minutes of May 22, 2007**

*Ms. Kiefer requested that the minutes be presented to the Committee in its full size rather than to print them from an e-mail attachment, which reduces font size.*

It was MOVED by Ms. Mackesey, seconded by Mr. Stevenson, to approve the minutes of May 22, 2007. Ms. Kiefer indicated that she had some questions and suggestions for clarification. Following discussion, the minutes were tabled until the next meeting.

**Advisory Board Appointment – Air Service Board**

It was MOVED by Ms. Kiefer, seconded by Ms. Mackesey, and unanimously approved by voice vote by members present, to recommend approval from the full Legislature for the following appointment:

Air Service Board

Edward C. Marx – Commissioner of Planning and Public Works – term to expire December 31, 2009

**RESOLUTION NO. - APPROPRIATION FROM CONTINGENT FUND FOR  
TERMINAL PAYS – HIGHWAY DIVISION**

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

WHEREAS, the Highway division had one employee in the title of Laborer, with terminated (retirement) employment effective December 31, 2006, continued with uninterrupted temporary employment terminated effective April 7, 2007; one employee in the title of Heavy Equipment Mechanic (HEM), with terminated (resigned) employment, effective March 16, 2007; one employee in the title of Motor Equipment Operator (MEO), with terminated (retirement) employment effective April 8, 2007; and one employee in the title of Highway Crew Supervisor (HCS), with terminated (retirement) employment effective May 31, 2007, and

WHEREAS, the Fiscal Policy of Tompkins County allows for terminal pay replacement from the Contingent Fund, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, and the Budget and Capital Committees, That the Director of Finance hereby be authorized and directed to make the following budget appropriation:

FROM:	A1990.54440	Contingent Fund	\$ 9,339.64
TO:	D5110.51000806	Salary – Laborer	\$ 6,969.75 (retirement)
	D5110.51000806	Salary – Laborer	\$ 677.33 (temporary)
	D5110.51000809	Salary – MEO	\$ 668.71
	D5110.51000841	Salary – HCS	\$ 898.23
	DM5130.51000849	Salary – HEM	\$ 125.62

**SEQR ACTION:** TYPE II-20

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**Transportation Safety Administration (TSA) Cooperative Agreement Program and Funding**

Mr. Nicholas said that since June 2003 the TSA has mandated having a law enforcement officer present at the passenger screening point at all times when screening is taking place. The County has had an agreement with the TSA since that time to reimburse law enforcement officer’s personnel costs, although no other sundry costs incurred by the Sheriff’s Department. The reimbursement agreement ends

September 30, 2007, and the TSA is requesting a Five-Year Cooperative Agreement that will only reimburse about sixty-five percent of the costs. As a result of this, there will be a shortfall of between \$80,000 to \$100,000, depending on whether equipment and other sundry costs are included. The annual shortfall will have to be absorbed by the County in some manner, either through the Airport, Sheriff, or General Fund budget lines. Mr. Nicholas said that at this time, the law enforcement officers are required to provide sixteen hours of coverage daily. He provided a draft resolution for Committee members to review, with the intent to request action on it at the next Committee meeting on July 10<sup>th</sup>.

Sheriff Meskill reported that due to the regulations three officers were hired in the summer of 2002. From that time until approximately one-year later, the TSA reimbursed for the full cost of the officers, at which time, they stated they would no longer do so and renegotiated the contract, which caused a shortfall of approximately \$48,000 - \$50,000 within his department. From 2003 to 2006 a three percent inflation clause was covered by the TSA, however, this year they have not done so and are strictly reimbursing at the 2006 rate. Mr. Nicholas said that the TSA has indicated that an appropriate rate for airport security at a facility the size of Ithaca Tompkins Airport is \$25.95/hr., which would not include fringe benefits. Mr. Meskill stressed that as a result of the shortfall, he will need to have full reimbursement for the expended funding for the positions, currently the officers are earning approximately between \$36 to \$37 per hour base salary, without fringe benefits included. Mr. Meskill also said that at the time the officers were hired for this duty he had requested 3.5 FTE to fully cover the need, and only 3 FTE were approved. This has resulted in his pulling an officer off road patrol when necessary to fulfill this mandate obligation.

Mr. Nicholas said that he has been in touch with Senator Schumer's office, the National Airport Association, and others who are collecting data that will provide information regarding the total shortfalls will be. Mr. Meskill said that he and Mr. Nicholas and staff met with TSA officials three weeks ago; and said although they are sympathetic there is nothing that can be modified.

### **Committee Goal #1 - County-wide Broadband Service**

Mr. Potter spoke of a Rochester based firm, ECT Tech, with experience in assembling plans of this nature for other municipalities, who is willing to speak to the Committee if desired. He explained that due to the extensive time commitment that would be required to pursue County-wide Broadband Service, his department would not be able to assist. Mr. Potter suggested that the Committee meet with ECT Tech to assist in defining how a municipal broadband service project could be undertaken. He spoke of Ontario County's experience with broadband service, having created a separate not-for-profit entity under the economic development approach, using funds through utility companies to put fiber throughout the county.

Following a brief discussion, the Committee requested that Mr. Potter assist in arranging a suitable time for a presentation with ECT Tech. Members noted since there is a good deal of interest, an invitation to fellow Legislators could occur.

### **Recycling Collection Improvements**

Mr. Stevenson spoke of his personal experiences as well as those of constituents having difficulties with proper recycling collection. As a result, Mr. Riley, Solid Waste Recycling Specialist, and Ms. Eckstrom, Solid Waste Manager, spoke of efforts taken to address the matter.

Mr. Riley spoke of his careful review of the contract to determine specific obligations, procedures, and the complaint log, followed by observations of the recycling routes before, during, and after pick-up, as well as driver observations. Mr. Riley said that following his observations he believes the manner in which the rejected materials were handled indicated this was one particular area to address as they were not always placing the "Whoops" sticker. Subsequent to this review and observation, Mr.

Riley met with Casella (the recycling contractor) staff to review his findings and develop the Tompkins County Curbside Collection Contract Action Plan that outlines: (1) driver collection procedure; (2) route update procedure; and (3) complaint response procedure. The Action Plan stresses the importance of following procedure to improve efficiency, clarify rejected recycling, notify Solid Waste of the status of routes to be aware of delays, and funnel the complaints to Solid Waste who will e-mail the contractor. Mr. Riley said that the drivers have between 600 to 700 homes on each route and that following the Action Plan should assist in making the jobs easier. It was noted that at the present time one bin is not sufficient for most households.

Mr. Riley will report back to the Committee in three months to provide an update on the Action Plan. Mr. Stevenson expressed his appreciation that his concerns were handled in an efficient and thorough manner.

### **New York State Annual Recycling Report**

The Committee was provided with one page of the annual submission to New York State Department of Environmental Conservation with regard to recycling in Tompkins County. Mr. Richardson explained that the form does not indicate what comes to the Solid Waste facility, but is the waste produced in Tompkins County itself. He said that Tompkins County has the highest per capita recycling rate within the State.

A brief discussion occurred regarding future recycling plans that will include hard plastics, clean wood, etc. In response to Ms. Kiefer's question regarding glass usage as a landfill cover, Mr. Richardson spoke of how they are working with Casella and Ontario County for a different source of recycling glass. He explained that the facility in Ontario County photographs the glass and then analyzes it to determine what color glass would be the end product. Mr. Richardson also said that it is a common practice to use recycled glass as a landfill cover.

Mr. Stevenson was excused at this time (4:30 p.m.)

### **Highway Capital Project Status Report**

The Committee reviewed the report and noted the following:

- Ellis Hollow Road – since the project was not included within the Transportation Improvement Project due to a low cost-benefit ratio, it will be completed in phases as a County bridge. Mr. Sczesny noted that the plans were modified to provide the minimal amount of impact to property owners.
- Banks Road – a meeting will be taking place with LaBella Associates – it is anticipated the project will be completed this construction season.
- Halseyville Road – Mr. Sczesny reported that the project was completed by Highway staff who formerly were employed by private firms.
- McLean-Cortland Road – three drainage structures need to be repositioned; the cost of this correction will be borne by C&S and Suit-Kote as this was a construction error.
- Coddington Road – the Draft Design Report for this project is not yet complete as the last information required was received only yesterday. The modifications of the design that were made did resolve some resident concerns, however New York State Department of Transportation stood firm on their demands. Amendments were made from the original design that will make it more like the present design. With regard to proposed construction at the Ithaca College entrance from Coddington Road there have been studies undertaken, with their SEQR just being finalized. Ms. Kiefer inquired whether the MPO transportation model could be useful in the process; it was unknown at this time, although Mr. Marx felt it would be shared with consultants.

- Ms. Kiefer requested that the Committee receive full reports regarding the following projects: Ellis Hollow Road, Coddington Road, and Hanshaw Road.
- Spring Street Bridge – the bridge will be closed to traffic starting July 5<sup>th</sup> for repairs.
- Peruville Road – A consultant will be selected by the County this year.

**2007 Project Approval Request (PAR)**

Mr. Marx provided information that the PAR forms are updates from ongoing projects as well as placeholders for the future as outlined within the County Master Plan. He noted some of the projects such as Human Resource payroll are new. Ms. Kiefer noted that dates between pages indicated were not accurate and requested that they be corrected.

Ms. Kiefer said she was unable to fully review the material due to the small type size. Ms. Mackesey shared this concern.

Airport

It was MOVED by Ms. Mackesey, seconded by Ms. Herrera to recommend approval of the following Airport Project Approval Requests by the full Legislature. Ms. Kiefer indicated the 03-09 project would be undertaking a construction project not specifically benefiting the County. Mr. Marx stated the facility is leased. Ms. Kiefer stated she would support the motion to allow the PAR requests to move forward, but is hesitant to approve the particular noted project. A voice vote on the motion resulted as follows: Ayes – 3; Noes – 0; Excused – 2 (Legislators Randall and Stevenson).

- Project #:
- 03-09 – Air Freight Building/Aircraft Maintenance Facility
  - 02-12 – Build Second General Aviation (GA) Hangar
  - 07-05 – Construct Operations Office at CFR
  - 07-09 – Environmental Study Old FBO Site
  - 07-02 – GIS Development
  - 07-07 – Obstruction Removal
  - 07-03 – Overlay Terminal Road System and Expand Short Term Parking Lot
  - 98-5-d – Parallel Taxiway Phase III
  - 98-5-1 – Removal of GA Facility and Ramp Construction
  - 07-04 – Repair and Overlay Terminal Parking Lots
  - 02-17 – Runway Safety Area Analysis and Improvement
  - 07-08 – Sand Storage Building
  - 05-04 – Security Improvements
  - 07-10 – Snow Plow
  - 98-5-f – Ten Unit Set of T-Hangars – Phase I
  - 03-11 – Ten Unit Set of T-Hangars – Phase II
  - 07-06 – Terminal Fire Alarm System.

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Highway

It was MOVED by Ms. Mackesey, seconded by Ms. Herrera, and unanimously adopted by voice vote by members present, to recommend approval of the following Highway Project Approval Request by the full Legislature:

- Project #: 08-02 – Bridge Painting Project.
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It was MOVED by Ms. Mackesey, seconded by Ms. Herrera, and unanimously adopted by voice vote by members present, to recommend approval of the following Highway Project Approval Request by the full Legislature:

- Project #: 00-02 – Coddington Road (CR-119) Reconstruction
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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 Highway Project Approval Request by the full Legislature:

Project #: 01-07 – Ellis Hollow Road Reconstruction.

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

Project #: 00-03 – Hanshaw Road (CR-109) Reconstruction

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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 Highway Project Approval Request by the full Legislature:

Project #: 01-08 – McLean Road & Bridge Construction.

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Ms. Kiefer and Ms. Mackesey indicated they would prefer to have amendments from the previous year be highlighted to enable the Committee members a quick reference to them.

It was MOVED by Ms. Mackesey, seconded by Ms. Herrera, and unanimously adopted by voice vote by members present, to recommend approval of the following Highway Project Approval Request by the full Legislature:

Project #: 00-10 – Newfield Depot Road Bridge Replacement

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It was MOVED by Ms. Mackesey, seconded by Ms. Herrera, and unanimously adopted by voice vote by members present, to recommend approval of the following Highway Project Approval Request by the full Legislature:

Project #: 08-03 – Peruville Road and Safety Improvements

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It was MOVED by Ms. Herrera, seconded by Ms. Mackesey, and unanimously adopted by voice vote by members present, to recommend approval of the following Highway Project Approval Request by the full Legislature:

Project #: 02-20 – Red Mill Road Bridge Reconstruction

Ms. Mackesey asked if any assistance is possible due to new staff at the State Historic Preservation Office and was informed it is unlikely at this time due to the other projects the State Department of Transportation desires completed as well as the limited use of the bridge prior to closure.

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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 Highway Project Approval Request by the full Legislature:

Project #: 05-06 – Road Maintenance Program.

It was noted the amount originally approved was \$1.6 million per year, however this figure was reduced by fifty percent for 2007 due to bonding cycles; a ½ year was added at the end to allow for the approved amount to be spent.

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It was MOVED by Ms. Mackesey, seconded by Ms. Herrera, and unanimously adopted by voice vote by members present, to recommend approval of the following Highway Project Approval Request by the full Legislature:

Project #: 02-21 – Station Road (CR-188) Culvert Replacement

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

Project #: 08-01 – Upstream Forest Home Drive Bridge Historic Rehabilitation

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

Project #: 02-22 – Warren Road CR-121 Reconstruction

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### Facilities

It was MOVED by Ms. Herrera, seconded by Ms. Mackesey, to recommend approval of the following Facilities Project Approval Request by the full Legislature. Mr. LeMaro provided information regarding the project, stating there is work required on existing buildings such as asbestos abatement and the potential future construction of a Center of Government building. Ms. Kiefer suggested that because of the comprehensive nature of the project the SEQR action does not appear appropriate. Mr. Marx explained that the PAR form is a placeholder, there would not be any SEQR action on a project that would not be undertaken until 2018. A voice vote on the motion resulted as follows: Ayes – 3; Noes – 0; Excused – 2 (Legislators Randall and Stevenson).

Project #: 01-2 – Center of Government and Downtown Public Buildings  
Restoration and Construction Project

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It was MOVED by Ms. Mackesey, seconded by Ms. Herrera, and unanimously adopted by voice vote by members present, to recommend approval of the following Facilities Project Approval Request by the full Legislature:

Project #: 01-2a – Health Department Building Construction Project

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Ms. Jayne indicated that there are additional Project Approval Requests not included in the agenda packet, including emergency generators. They will be reviewed and voted upon at the next meeting.

### Information Technology Services

It was MOVED by Ms. Mackesey, seconded by Ms. Herrera, to recommend approval of the following Information Technology Services Project Approval Request by the full Legislature. Ms. Mackesey inquired whether the new system would be able to provide information such as how many positions the County had funded that have not been filled. Mr. Potter indicated presently there are twelve different systems in place. This is to review the needs and then define the scope, and determine the direction to take. He indicated that the proposed upgrade would be able to provide the information Ms. Mackesey inquired about. A voice vote on the motion resulted as follows: Ayes – 3; Noes – 0; Excused – 2 (Legislators Randall and Stevenson).

Project #: 08-06 – HR/Payroll Systems Upgrade

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Solid Waste Division

It was MOVED by Ms. Mackesey, seconded by Ms. Herrera, to recommend approval of the following Solid Waste Division Project Approval Request by the full Legislature. Mr. Richardson provided a brief history of the project, noting there will be additional information available upon receipt of the study that will compare the present hauling of leachate versus an on-site treatment operation. A voice vote on the motion resulted as follows: Ayes – 3; Noes –0; Excused – 2 (Legislators Randall and Stevenson).

Project #: 03-03 – Caswell Leachate Treatment Project Phase II

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It was MOVED by Ms. Herrera, seconded by Ms. Mackesey, and unanimously adopted by voice vote by members present, to recommend approval of the following Solid Waste Division Project Approval Request by the full Legislature:

Project #: 07-12 – Single Stream Recycling.

A discussion occurred during which Ms. Eckstrom explained the scope of the project. Ms. Kiefer said that she has consistently voted against the PAR for this project and does not feel she could support it at this time. As there were several members of the Committee excused at this time, by consensus the motion was withdrawn. The motion was tabled to provide input by the absent Committee members.

Adjournment

On motion, the meeting adjourned at 5:35 p.m.