

MINUTES
Facilities & Infrastructure Committee
Thursday, July 16, 2009
3:30 PM
Scott Heyman Conference Room

Present: Tyke Randall, Dooley Kiefer, Kathy Luz-Herrera, Leslyn McBean-Clairborne (3:45 PM), Mike Sigler (3:50 PM)

Staff: Tony Rudy, Cheryl Nelson, Norma Jayne, Arel LeMaro, Bill Sczesny, Ed Marx

Legislator: Martha Robertson

Guests: Stacey Shackford, Ithaca Journal

1. **Call to Order** – The meeting was called to order at 3:35 PM by Vice Chair Kathy Luz Herrera.
2. **Agenda Additions and Deletions** – None
3. **Persons Wishing to Address the Committee** – None
4. **Chair's Report** – No report
5. **Commissioner of Planning and Public Works Report** – Ed Marx reported that he and Joe Mareane had met with the GPWR Committee and are moving forward with the disposition of the Biggs B parcel per the County's land policy and the process and strategy previously approved. The goal is to have the Biggs B building turned over to a new owner soon after it is vacated by the Health Department at the end of the year. The sale of the land would be pursued separate from the sale of the building. Kathy Luz Herrera stated that the disposition process needed to be transparent and as open as possible. Ed stated that any actions for the disposition of the property would need legislative approval.
6. **Award of Bid – Runway Deicing Equipment – Ithaca Tompkins Regional Airport** – The following resolution was moved by Tyke Randall, seconded by Dooley Kiefer and unanimously carried:

AWARD OF BID – RUNWAY DEICING EQUIPMENT - ITHACA TOMPKINS REGIONAL AIRPORT

WHEREAS, the Finance Department advertised for bids on de-icing equipment to be used on runways, taxiways and ramps during icing conditions, and

WHEREAS, two (2) bids were duly received, and

Whereas, Tyler Ice of New Berlin, WI was the lowest responsible bidder **for** providing the Runway Deicing Equipment that meets the operational needs of the Ithaca Tompkins Regional Airport, **in the amount of \$44,628**, and

WHEREAS, for the Runway De-Icing Equipment to become operationally useful, it must fit onto a suitable Dump Truck to be purchased on NY State **contract** for \$ 92,000, now therefore be it

RESOLVED, on recommendation of the Facilities & Infrastructure Committee, That the bid **for the Runway Deicing Equipment** be awarded to Tyler Ice of New Berlin, Wisconsin **in the amount of \$ 44,628 and the Dump Truck be purchased on NY State contract in the amount of \$92,000**,

RESOLVED, further, that the grand total for the Dump Truck and Runway De-icing Equipment is \$ 136,628 and that award and purchase of both pieces of equipment are subject to grants being received from the FAA and New York State Department of Transportation (NYSDOT),

RESOLVED, further, that the budget for said Dump Truck and Runway Deicing Equipment is as follows:

FAA	(95.0%)	\$ 129,796
NYSDOT	(2.5%)	\$ 3,416
Local (Airport Budget)	(2.5%)	\$ 3,416
Total		\$ 136,628

RESOLVED, further, That the County's Finance Director be and hereby is authorized to advance payment for said equipment until reimbursement is received from the FAA and NYDOT.

SEQR ACTION: II-25

T. Rudy stated that the deicing material is for use on the blacktop areas of the airport, not for deicing planes prior to taking off. D. Kiefer inquired about the environmental reputation of the fluid. T. Rudy said it is a potassium acetate solution, and there is periodic testing and sampling of stormwater runoff. *Tony will provide additional information on content to the committee members*

7. **Award of Bids – Disabled-Passenger Ramp – Ithaca Tompkins Regional Airport**
– The following resolution was moved by D. Kiefer, seconded by T. Randall and unanimously carried:

AWARD OF BID – DISABLED- PASSENGER RAMP - ITHACA TOMPKINS REGIONAL AIRPORT

WHEREAS, the Finance Department advertised for bids on a passenger ramp for the boarding of disabled passengers and received one bid, and

WHEREAS, while other boarding ramps exist, this particular ramp is the only one that meets the needs of the airlines serving Ithaca Tompkins Regional Airport, and

WHEREAS, the bid price of \$ 22,250 for said Disabled-Passenger Ramp is considered reasonable by the Federal Aviation Administration (FAA), now therefore be it

RESOLVED, on recommendation of the Facilities & Infrastructure Committee, That the bid be awarded to KCI Passenger Boarding Ramps of White City, Oregon for a total price of \$ 22,250, subject to grants being received from the FAA and New York State Department of Transportation (NYSDOT),

RESOLVED, further, that the budget for said Disabled-Passenger Boarding Ramp is as follows:

FAA	(95.0%)	\$ 21, 138
NYSDOT	(2.5%)	\$ 556
Local (Airport Budget)	(2.5%)	\$ 556
Total		\$ 22, 250

RESOLVED, further, That the County’s Finance Director be and hereby is authorized to advance payment for said boarding ramp until reimbursement is received from the FAA and NYDOT.

SEQR ACTION: II-25

(L. McBean-Clairborne – arrived at 3:45 PM)
(M. Sigler – arrived at 3:50 PM)

8. Authorizing a Consultant Agreement with C&S Engineers, Inc. for Construction Observation and Administrative Services of Runway-32 Localizer-Array Relocation Project – Ithaca Tompkins Regional Airport – The following resolution was moved by D. Kiefer, seconded by K. Luz Herrera and unanimously carried. D. Kiefer asked what is meant by “bi-weekly” in the Scope of Work contract administration; no one was sure.

AUTHORIZING A CONSULTANT AGREEMENT WITH C&S ENGINEERS, INC. FOR CONSTRUCTION OBSERVATION AND ADMINISTRATIVE SERVICES OF RUNWAY 32 LOCALIZER ARRAY RELOCATION PROJECT - ITHACA TOMPKINS REGIONAL AIRPORT

WHEREAS, the addition of pavement to the departure end of Runway 32 to meet mandated runway safety area standards has brought aircraft operations to within 502 feet of the Localizer Array system that provides navigation aid to landing aircraft, and

WHEREAS, the FAA's acceptable minimum separation distance between operating aircraft and the Localizer Array is 600 feet, and

WHEREAS, the County recently awarded a contract to B&H Taxilane Lighting Inc. of Conklin, NY, to relocate said Localizer Array, and

WHEREAS, the airport's engineering consultant, C&S Engineers of Syracuse has proposed providing the necessary Construction Observation and Administration Services for the Runway 32 Localizer Array Relocation project for a price not to exceed \$ 20,080.00 with the budget for said work being as follows:

FAA Share (95.0%)	\$ 19,076
NY State DOT Share (2.5%)	\$ 502
Local Share (2.5%)	\$ 502
Total	\$ 20,080

, now therefore be it

RESOLVED, on recommendation of the Facilities & Infrastructure Committee, That the agreement with C&S Engineers for \$ 20,080 be and hereby is approved, subject to FAA and NYSDOT funding being received,

RESOLVED, further, That the local share of \$ 502 will come from the airport's operational budget,

RESOLVED, further, That the County Administrator is authorized to execute the required documents and the Finance Director is authorized to advance payment for these services until reimbursement is received from the FAA and NYSDOT.

SEQR ACTION: Type II - 2

9. **Authorizing a Consultant Agreement with C&S Engineers, Inc. for Design and Bidding Services for a Sand Storage Building – Ithaca Tompkins Regional Airport** – The following resolution was moved by T. Randall, seconded by D. Kiefer and unanimously carried. D. Kiefer inquired about the \$1.6 million estimated in the scope of work for the project's construction budget; it will be evaluated by the consultant.

AUTHORIZING A CONSULTANT AGREEMENT WITH C&S ENGINEERS, INC. FOR DESIGN AND BIDDING SERVICES FOR A SAND STORAGE BUILDING – ITHACA TOMPKINS REGIONAL AIRPORT

WHEREAS, the new terminal ramp, runway and taxiway extensions, new T-hangar pavement, and two general aviation ramp extensions have added approximately forty percent to the airport's paved airport operations area, and

WHEREAS, the original sand storage bay in the CFR Building is no longer big enough to meet the airport's operational needs, and

WHEREAS, a stand-alone sand storage building is needed to provide sufficient capacity for current and future needs, to allow for the sand to be heated, and to allow for the storage of liquid runway deicing fluid, and

WHEREAS, C&S Engineers, the airport's engineering consultants, have proposed to design and bid said sand storage building for a fee of \$ 98,040, and

WHEREAS, the budget for these design and bidding services is as follows:

FAA Share (95.0%)	\$ 93,138
NY State DOT Share (2.5%)	\$ 2,451
Local Share (2.5%)	\$ 2,451
Total	\$ 98,040

now therefore be it

RESOLVED, on recommendation of the Facilities & Infrastructure Committee, That the agreement with C&S Engineers for \$ 98,040 be and hereby is approved, subject to FAA and NYSDOT funding being received and subject to an Independent Fee Estimate (IFE) being conducted to ascertain the fee is fair,

RESOLVED, further, That the local share of \$ 2,451 will come from the airport's operational budget,

RESOLVED, further, That the County Administrator is authorized to execute the required documents and the Finance Director is authorized to advance payment for these services until reimbursement is received from the FAA and NYSDOT.

SEQR ACTION: Type II - 21

10. **Authorizing Acceptance of a Federal Aviation Administration (FAA) Grant to Complete a Master Plan – Ithaca Tompkins Regional Airport** – The following resolution was moved by T. Randall, seconded by K. Luz Herrera and unanimously carried:

AUTHORIZING ACCEPTANCE OF A FEDERAL AVIATION ADMINISTRATION (FAA) GRANT TO COMPLETE A “GREEN” MASTER PLAN - ITHACA TOMPKINS REGIONAL AIRPORT

WHEREAS, the County has received a grant offer from the Federal Aviation Authority (FAA) in the amount of \$ **285,000** to complete a “Green” Master Plan, and

WHEREAS, this master plan will include elements that incorporate sustainable elements into all future airport projects whenever possible, with the goal of greatly reducing or totally eliminating the airport’s carbon footprint as outlined in resolution #116 approved by the Legislature on July7, 2009, and

WHEREAS, the budget for these projects is as follows:

FAA Share	(95.0%)	Account No. HT 5601.44592	\$ 285,000
NYSDOT Share	(2.5%)	Account No. HT 5601.43592	\$ 7,500
Local Share	(2.5%)	Account No. HT 5601.45031	\$ 7,500
Total			\$ 300,000

And

WHEREAS, the County Legislature approved the Green Master Plan project at its meeting on July 7, 2009, subject to federal and state funding being received, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the grant offer from the FAA of \$ **285,000** be and hereby is accepted and that the County Administrator is authorized to execute the required documents.

RESOLVED, further, that the local share of \$ 7,500 has already been factored into the airport's 2009 operational budget.

SEQR ACTION : Type II-20

11. **Air Service Board By Laws** – The following was moved by D. Kiefer, seconded by M. Sigler and unanimously approved:

BY-LAWS OF THE AIR SERVICE BOARD (REVISED)

ARTICLE I - NAME AND AUTHORIZATION

The name of this organization is the Tompkins County Air Service Board. The Board exists and functions by virtue of Resolution No. 281 of the Tompkins County Legislature dated December 20, 2005, **extended by Resolution No. 57, dated April 7, 2009** and

assumes the responsibilities delegated to it by the Legislature, which **responsibilities** may be changed from time to time.

ARTICLE II - PURPOSE

The purpose of the Air Service Board is to serve as an advisory board to the Airport Manager focusing on **air service** policy and procedures to ensure the successful ~~operation of the airport~~ **maintenance of air service at the airport**. It is the obligation of the Board to assist the Airport Manager in ~~the preparation of a budget that will support~~ **of air service** in the county, to consult on opportunities for state and federal funding, to promote the best possible use of all airport resources, ~~to improve existing services whenever possible, and to formulate policy for confirmation by the Legislature~~ **for air service and improve existing passenger services whenever possible**.

ARTICLE III – BOARD MEMBERSHIP

Section 1 - Members

The Board is composed of ~~seven~~ **eight** members, all to be residents of Tompkins County at the time of their appointment and during their tenure, with the exception of the Cornell University representative, who shall in any event work in Tompkins County. The members of the Board are appointed by the Tompkins County Legislature on recommendation by the Air Service Board and relevant Program Committee. Membership include the following:

Member of Legislature

Commissioner of Planning and Public Works

Representative of Cornell University with functional responsibility for air travel issues

~~Four~~ Five at-large members representing varied economic development, business and airport user interests.

Members ~~must comply with~~ **are bound by the** County Code of Ethics

Section 2 - Term of Office

The term of office of Board members shall be three (3) years without limitation on terms served, ~~-~~ **Initial appointments shall be for one-, two-, and three-year terms**; staggered to ensure continuity.

Section 3 - Disqualifications and Vacancies

- a) The Board may declare a position vacant when a member fails to attend three consecutive regular meetings of the Board, excused or unexcused. An exception may be made if a leave of absence for good cause is secured.
- b) The Legislature shall be notified by the Chair of the Air Service Board whenever a vacancy occurs. Notification may include the name of a person or persons being recommended to fill the position. **Applications shall be open to any member of the Tompkins County community whose background, experience and/or qualifications are able to will contribute to the goals of the Air Service Board.**

Section 4 - Duties of the Board

The Board shall:

- a) ~~Develop policies for the operation of the airport, which are~~ **Assist Airport Administration in developing policies** designed to promote efficient and effective procedures **for the provision of air service to the community.**
- b) ~~e) Advise airport administration in the preparation of the annual budget; review and recommend the budget for submission to the County Administrator; advocate for the airport to the Legislature and make every effort to ensure that adequate funds are available to finance airport operation.~~ **Assist Airport Administration in maintaining a good relationship with the airlines to ensure the airline's mutual needs are being met. within the confines of budgetary authority.**
- c) ~~d) In consultation with the airport administration regularly review the needs of airport tenants to ensure that their needs are met within the confines of budgetary authority.~~ **Assist Airport Administration in advocating to the airlines for improved air service, when appropriate.**
- d) ~~b) Consult with County Administration and the Commissioner of Planning and Public Works on airport staffing when senior management positions become vacant.~~ **Advocate for the airport to the Legislature and make every effort to ensure that adequate funds are available to finance airport operations.**
- e) Maintain positive relationships and work cooperatively with **the business community, educational institutions, and** other public officials and boards on matters pertaining to air service.

- f) Recommend individuals to the appropriate committee of the Legislature for membership on the Board.
- g) Perform such other duties as shall become necessary from time to time.

Section 5 - Officers

Officers of the Board shall be a ~~Chairman~~ and a ~~Vice-Chairman~~. ~~Officers~~

The Chair shall be elected at the first regularly scheduled meeting of the Board in January of each year. ~~With Effective from 1 January 2009, the position of Chair shall be limited to a three-year term. However, the position may be filled by a past Chair after the lapse of one or more years.~~

A vacancy in the position of Chair shall be filled by a majority vote of the Board at the next regular meeting of the Board after the vacancy occurs.

The position of Vice-Chair shall be filled by the elected official appointed to the Board by the County Legislature.

The duties of the officers shall include, but not be limited to, the following:

- a) The Chair shall preside at meetings and perform such other duties as custom and regulation may require.
- b) The Vice-Chair shall assume the duties of the Chair in the event of the absence or disability of the Chair.

ARTICLE IV - COMMITTEES

- a) The Air Service Board will usually act as a committee of the whole but an Executive Committee is authorized as described in the following paragraph. In addition, Ad Hoc Committees or Task Groups may be formed for the special study of problems or issues. Such committees or task groups shall be appointed by the ~~Chairman~~ with approval of the majority of the Board, to serve until the final report for their work has been presented. **Such committees or groups shall include at least one member of Airport Administration.**
- b) The Executive Committee shall consist of the Board Chair and Vice-Chair and the Commissioner of Planning and Public Works. The Executive Committee shall, if necessary between regularly scheduled meetings of the full Board, make decisions on behalf of the Board. These decisions shall be conveyed to the full Board either via electronic medium or in hard copy and reported to the Board at its next scheduled meeting. **If a majority of**

the full Board disagrees **with** the action, it may be nullified to the extent possible.

ARTICLE V - MEETINGS

- a) The Air Service Board shall meet once a month, at a time and place to be determined by the Board with notice to the public as required by Public Officer's Law, §104.
- b) The regular January meeting of the Board shall be the annual meeting.
- c) A quorum for the transaction of business shall consist of a majority of the Board's full membership.
- d) An affirmative vote of a majority of the Board shall be necessary to approve any motion before the Board at any meeting.
- e) Robert's Rules of Order, plus common sense, shall govern the parliamentary procedures of all meetings.
- f) All meetings of the Board shall be open to the public and minutes of each meeting shall be kept in accordance with County policy. Executive sessions may be held in appropriate circumstances.

ARTICLE VII - AMENDMENTS

Proposed amendments **by a member or members of the Board** to the by-laws must be submitted in writing at a regularly scheduled meeting for consideration at the next regular meeting of the Board. A two-thirds vote of the Board's full membership is required for passage. Amendments shall become effective upon approval by the Legislature.

12. **Set Date, Time, & Location of Special F&I Committee Meeting to Approve Time-Sensitive Airport Items** –The committee members agreed to meet for a special meeting for this purpose at 5:00 PM on 7/21 in the 2nd floor conference room in the Court House.

13. **Capital Payment Summary Reports** – The reports were submitted for committee information only; no action required. Member questions were directed to the respective division manager.

14. **Award of Bid – Tompkins Health Department Site Deconstruction/Construction Capital Project (Phase III)** – The following resolution was moved by D. Kiefer, seconded by M. Sigler and carried in a vote of 4 yes, 1 no (L. McBean-Clairborne):

**AWARD OF BID - TOMPKINS HEALTH DEPARTMENT SITE
DECONSTRUCTION/CONSTRUCTION CAPITAL PROJECT (PHASE III)**

WHEREAS, the Tompkins County Finance Department has duly advertised for bids for the Tompkins County Health Department Site Deconstruction/Construction project (Phase III), and

WHEREAS, two (2) bids were received and publicly opened and read on July 2, 2009, now therefore be it

RESOLVED, on recommendation of the Health Department Building Construction and the Facilities and Infrastructure Committees, That the base bid plus three (3) alternates for removal of remaining asphalt and installation of 2" binder and 1" top coat (Alt. No. 1), hydroseed for no-mow grass (Alt. No. 2), and granite curbs (Alt. No. 3) be accepted and awarded to the lowest responsible bidder as follows:

Site Contract	Economy Paving Co., Inc. Cortland, NY	\$511,439
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RESOLVED, further, That the County Administrator or his designee is hereby authorized to enter into a contract with Economy Paving Co., Inc. and to execute change orders of up to five (5) percent of the contract total, and

RESOLVED, further, That the Facilities Division be authorized to implement this bid on behalf of the County, funds being available in Capital Account No. HM4002.59239-40.10.

SEQR ACTION: TYPE II-2

The committee also requested that the following, accompanying memorandum be submitted to the Legislature with the resolution for approval:

Memorandum

To: Facilities and Infrastructure Committee
From: Arel LeMaro, Director of Facilities
Date: July 8, 2009
Re: Award of Bid – Tompkins County Site Deconstruction/Construction Project (Phase III)

1. Action Requested:

A resolution is being submitted to the Facilities & Infrastructure Committee and the Legislature to approve award of bid for the Health Department Site Deconstruction/Construction project (Phase III).

2. Committee and Legislature Approval(s) Required:

- **Facilities & Infrastructure** - X - Meeting Date: 07/16/09
- **Budget and Capital** - - Meeting Date:

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- **Government Operations** - _____ - Meeting Date: _____
- **PDEQ** - _____ - Meeting Date: _____
- **Other** - _____ - Meeting Date: _____
- **Full Legislature** - X - Meeting Date: 07/21/09

3. Project Description (i.e. historical perspective, overview, status, relationship to past or future projects, other key information):

The current Health Department building, Biggs B, located at 401 Harris B. Dates Drive in the Town of Ithaca was built in 1933. The building systems in Biggs B are aged and worn, have exceeded their useful life, are inefficient, and are marginally maintainable. In 2005 it was determined that due to the building's deteriorating condition and estimated renovation costs the Health Department would need to be relocated from its present site. The Health Department Building Committee, a special Legislature committee, was charged to bring to the Legislature a set of location choices for a new Health Department building. The Health Department Building Committee forwarded a set of location choices that recommended the construction of a new building across from the existing Biggs B building. On August 8, 2007, the Legislature, by resolution No. 139, designated property owned by the Cornell Real Estate Department and located at 55 Brown Road in the Cornell Business & Technology Park in the Village of Lansing as the preferred site for the relocation of the Health Department. The Health Department Building Construction Committee, **a new, special legislative committee**, reviewed the consultant's building evaluation and conceptual floor plans and reported to the Facilities and Infrastructure Committee that after renovations/construction and/or additions, the 33,000 square foot 2-story building would be adequate to meet the present and future needs of the Health Department. The Legislature on January 15, 2008, by resolution No. 10, approved the acquisition (purchase and lease) of the building and property located at 55 Brown Road for the future home of the Health Department in the amount of \$3,000,000. On April 1, 2008, the Legislature, by resolution No. 61, awarded the contract for architectural and engineering design services for the renovation of 55 Brown Road to LaBella Associates of Rochester, NY. The County took ownership of the 55 Brown Road property on April 22, 2008. The Legislature on October 7, 2008, by resolution No. 199, awarded the contract for the interior deconstruction (Phase I) of 55 Brown Road to LeChase Construction Services of Rochester, NY in the amount of \$324,500. LeChase started interior deconstruction activities in November 2008 and completed in January 2009. LaBella Associates completed construction documents for the renovation phase (Phase II) of 55 Brown Road in November 2008 and made a presentation to the F & I committee on November 20, 2008.

The goal of this project is to obtain a LEED (Leadership in Energy & Environmental Design) Silver rating making this the first LEED building project for Tompkins County. The goal of the deconstruction phase was to divert 75% of the materials removed in the deconstruction from ending up in a landfill. The final report indicates the contractor exceeded this goal and achieved 92% **diversion**.

Invitation to bid for the renovation phase was advertised on November 21, 2008 and the bid opening date was extended to December 23, 2008. On bid opening day 29 bids were received and opened for 4 prime contracts. The Legislature on January 20, 2009, by resolution No. 13, awarded 4 prime contracts for the building renovation (Phase II) to the following contractors:

General Work Contract	William H. Lane, Inc.	\$1,795,000
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Binghamton, NY		
Mechanical Contract	Piccirilli-Slavik & Vincent Plumbing & Heating, Inc. Binghamton, NY	\$1,097,000
Electrical Contract	Concord Electric Corp. Rochester, NY	\$940,000
Plumbing Contract	Kimble, Inc. Elmira, NY	<u>\$390,300</u>
TOTAL		\$4,222,300

The prime contractors commenced renovation activities in February 2009 with completion scheduled for October 2009.

Site deconstruction/construction is the third and final phase remaining on this project and will be done as a single prime contract and consists primarily of the selective deconstruction of asphalt pavement, concrete sidewalks, site excavation, site lighting and signage removals. New site construction will include concrete sidewalks, concrete/granite curbs, new asphalt pavement with base, binder and wear coat, unit pavers on asphalt base, landscaping, benches, bike racks, site signage, site lighting, and flagpole. Proposed site options with a staff recommendation were brought before the Health Department Building Construction Committee in April. Invitation to bid for the site construction phase was advertised on June 18th and the bid opening date was July 2, 2009. On bid opening day 2 bids were received and opened for a single prime contract. After review of the bid of the apparent low bidder and after investigation and verification of the additional information requested, it has been determined that Economy Paving of Cortland, NY has the ability to perform their obligations under the contract.

4. Financial Implications (i.e. account number, schedule, funding)

Funding for the acquisition, design, interior deconstruction (Phase I), building renovation (Phase II), and site deconstruction/construction (Phase III) of the 55 Brown Road property for the Health Department was included in the 2008 Capital Program Budget. The site deconstruction/construction phase is scheduled to commence in August with completion scheduled for October 2009. The Health Department is currently scheduled to move in during mid to late November. Funds for this project are available in Capital Account No. HM4002.59239-40.10.

D. Kiefer conveyed the following points from the Health Department Building Committee's last meeting:

- Use of LED Lighting – Katherine Wolf of Trowbridge and Wolf stated that the LED lights are too new and too costly to recommend for this project. Arel reported that the fixtures could be retrofitted with LED lights in the future if needed.
- No-Mow Lawn – Cornell University had been specific on which areas could and could not be designated as “no-mow,” only allowing it along two sides of the building lot.

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K. Luz Herrera stated that she concurred about the LED lighting. The present technology of the lighting is showing a significant reduction in lumens over the projected life of the bulb.

K. Luz Herrera stated that she was surprised at Cornell's stance on the no-mow given mowing practices on other Cornell-owned properties.

K. Luz Herrera and L. McBean-Clairborne expressed disappointment that the contract is being awarded to firms out of the area instead of local labor.

Highway Division

15. **Authorization to Execute Funding Agreement with NYSDOT – Pine Tree Road Bike and Pedestrian Paths (PIN 395043)** – The following resolution was moved by K. Luz Herrera, seconded by D. Kiefer and carried:

Authorization to Execute Funding Agreement with NYSDOT – Pine Tree Road Bike and Pedestrian Paths (PIN 395043)

WHEREAS, a Project for the Pine Tree Road Bike and Pedestrian Paths, P.I.N. 3950.43, (the Project) in the Town of Ithaca, 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 71.8% federal funds and 28.2% non-federal funds, and

WHEREAS, in order to expedite advancement of the Project and realize potential total project cost reductions, the Highway Division sought permission from the New York State Department of Transportation to administer the project locally, and

WHEREAS, the New York State Department of Transportation requires for locally administered projects that the County appropriate one hundred (100%) percent of the project costs and then file for reimbursement of eligible costs, and

WHEREAS, the County of Tompkins desires to advance the above project by making a commitment of 100% of the non-federal share of the costs of Design, ROW, Construction, and Construction Inspection and Supervision, now therefore be it

RESOLVED, on recommendation of the Facilities & Infrastructure Committee, that the Tompkins County Legislature hereby approves the above-subject project,

RESOLVED, further, that the Tompkins County Legislature hereby authorizes the County of Tompkins to pay in the first instance one hundred (100%) percent of the federal and non-federal shares of the cost of Design, ROW, Construction, and Construction Inspection and Supervision work for the subject Project or portions thereof,

RESOLVED, further, that the sum of \$956,454.00 is hereby made available within account HZ5103.59239.53.__, Pine Tree Road Capital Project Account, to cover the cost of participation in the above phases of the Project,

RESOLVED, further, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the County Legislature shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York State Department of Transportation thereof,

RESOLVED, further, that the Tompkins County Highway Manager be and is hereby authorized to execute all necessary Agreements, certifications, and reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the County of Tompkins with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first-instance funding of Project costs and permanent funding the local share of federal-aid and state-aid-eligible Project costs and all Project costs within appropriations therefore that are not so eligible,

RESOLVED, further, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project,

RESOLVED, further, that this resolution shall take effect immediately.

SEQR ACTION: Type II - 2 (No further action required)

16. **Authorization to Issue Design Approval – CR 130, Newfield Depot Road Bridge (BIN 3314380) Over Cayuga Inlet – PIN 3753.21** – The following resolution was moved by T. Randall, seconded by D. Kiefer and unanimously carried:

AUTHORIZATION TO ISSUE DESIGN APPROVAL – CR 130, NEWFIELD DEPOT ROAD BRIDGE (BIN 3314380) OVER CAYUGA INLET – PIN 3753.21

WHEREAS, Resolution 7 of 2005 authorized an agreement between Tompkins County and the State of New York Department of Transportation to fund reconstruction design for a bridge to carry County Road 130, Newfield Depot Road, over Cayuga Inlet (BIN 3314380) in the Town of Newfield, **with an average daily traffic count of 2485**, and

WHEREAS, preliminary project design has been developed in conformance with the applicable environmental laws, design standards, and accepted engineering practice; all exceptions to accepted design standards have been thoroughly analyzed and their retention adequately justified; all permits have been identified and will be secured prior to letting; public participation has been encouraged and included in the project development processes; and project costs are reasonable, and

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WHEREAS, in accordance with applicable federal regulations and guidelines, Right of Way acquisition will likely be unnecessary, with the possible exception of an expanded permanent easement from Norfolk Southern Rail Road, which is considered de minimus in nature, and

WHEREAS, completion of all procedural requirements needed prior to project design approval have been certified by the design consultant and approved by the County Highway Manager, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the Tompkins County Legislature, having reviewed project materials provided, hereby determines that this project is a Type II SEQRA action requiring no further environmental review, and

RESOLVED, further, That the Chair of the Tompkins County Legislature or designee be and hereby is authorized to execute documents granting Design Approval whereby completion of project final design shall be authorized, and

RESOLVED, further, That the Chair of the Tompkins County Legislature or designee be and hereby is authorized to execute documents to acquire Right of Way, if needed, for the referenced project.

SEQR ACTION: Type II - 2 (No further action required)

D. Kiefer requested that all future resolutions for bridge projects and the monthly Highway Capital Projects Report contain average daily vehicle use information and the date of the information.

17. **Authorization to Issue Design Approval and Acquire Right-of-Way – West Seneca Road Bridget (BIN 3210250) Over Boardman Creek – PIN 3755.10** – The following resolution was moved by K. Luz Herrera, seconded by M. Sigler and unanimously carried:

AUTHORIZATION TO ISSUE DESIGN APPROVAL AND ACQUIRE RIGHT - OF -WAY – WEST SENECA ROAD BRIDGE (BIN 3210250) OVER BOARDMAN CREEK - PIN 3755.10

WHEREAS, construction of a replacement bridge on West Seneca Road over Boardman Creek (BIN 3210250), PIN 3755.10, (the Project) in the Town of Ulysses, **with an average vehicle usage count of 1018 in April 2008**, is eligible for 80% federal funding, and

WHEREAS, preliminary project design has been developed in conformance with the applicable environmental laws, design standards, and accepted engineering practice; all exceptions to accepted design standards have been thoroughly analyzed and their retention adequately justified; all permits have been identified and will be secured prior to letting; public participation has been encouraged and included in the project development processes; and project costs are reasonable, and

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WHEREAS, in accordance with applicable federal regulations and guidelines, Right - of -Way acquisition will be necessary on three adjoining properties, which is considered de minimus in nature, and

WHEREAS, completion of all procedural requirements needed prior to project design approval have been certified and approved by the County Highway Manager, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the Tompkins County Legislature, having reviewed project materials provided, hereby determines that this project is a Type II SEQRA action requiring no further environmental review, and

RESOLVED, further, That the Chair of the Tompkins County Legislature or designee be and hereby is authorized to execute documents granting Design Approval whereby completion of project final design shall be authorized, and

RESOLVED, further, That the Chair of the Tompkins County Legislature or designee be and hereby is authorized to execute documents to acquire Right-of-Way for the referenced project.

SEQR ACTION: Type II - 2 (No further action required)

18. **Highway Capital Projects – Status Report** – This report was provided to the committee for information only; no action required. Questions raised about Ellis Hollow Road, Red Mill Bridge Design, and the McLean-Cortland Road were directed to the County Highway Manager or Ed Marx.

19. (Agenda item #20) **2010 Budget Impacts** – The Highway Division, Facilities Division, and Public Works Administration provided the following information on 2010 budget proposals and impacts. E. Marx stated that the budget impacts are into the “meat” of the organizations. What we would absolutely not want to cut is what will be cut: maintenance of roads and facilities. There is no where else to go: either staff (to do the work), or materials (for the work). Maintenance thus continues to be deferred, which does not address the problem long-term.

Facilities – Arel reported that the 6.25% target reduction from 2009 plus the additional fringe benefits handed back to the division total 8.4% or \$175,000. He will prepare his budget with this amount reduced from the building repairs line. The base was \$200,000; OTR requests have been for \$400,000. the Legislature has increased base by \$50,000 and also gave one-time additional from the fund balance, but this year there is no fund balance. The \$155,000 of roll-over funds will be used to help with maintenance as outlined on the roll-over request form previously approved by the committee. Arel stated that he is now “deferring the deferred maintenance.” Funds will be use for the most critical repairs such as HVAC, roofs, and safety. Arel also pointed out how much more

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square footage each cleaner must now be responsible for: 20,000 sq. ft. per person compared to the industry standard of 15,000 sq. ft.

Highway – Bill reported that two vacant positions (1 Heavy Equipment Operator and 1 Motor Equipment Operator), although needed, will remain vacant. This will result in saving \$111,000 but the impact on summer paving will mean waiting for materials to get to site when needed because of fewer drivers for the truck.. Instead of purchasing two dump trucks and one shoulder machine, he will purchase one dump truck and the shoulder machine. The price of the dump truck being deferred is \$202,000. \$50,000 in reductions is realized from reduction in snow and ice contracts with the towns. \$60,000 will be cut from snow and ice, sign shop, and striping materials. Highway materials will be reduced by \$200,000, the amount equivalent to 1.5 miles of paving.

Ed stated that although there is a present capital project underway for catching up on deferred highway maintenance, a second capital project might be needed as well. D. Kiefer suggested that starting the second project might be a wise move now, instead of waiting until the end of the first capital project period.

Ed also stated that given the types and uses of the various miles of county roads, triage of the level of service will be done since the budget will not allow all of the roads in the system to be maintained to the same standards. This may result in some roads being at a basic level of passable and plowable. D. Kiefer questioned the impact on the GASB 34 requirements for maintaining the County's assets. Ed stated that the reduced level of maintenance could have the potential of negatively impacting the county's bond rating.

(K. Luz Herrera left at 5:15 PM)

M. Robertson asked about time and material prices. B. Sczesny said blacktop is down a bit.

PW Administration – Cheryl stated that there is no budget target for this unit. The 2010 budget remains that same as in the past and includes 50% of the salary and fringes of the Commissioner of Planning and Public Works position and 100% of the PW Administrator's salary and fringes. The unit total is divided and distributed to the four (4) divisions (Airport, Facilities, Highway, and Solid Waste) to fund in their budgets.

20. (Agenda item #19) **Approval of Minutes – 6/2/09 and 6/18/09** – The 6/2 minutes were moved by D. Kiefer, seconded by M. Sigler and unanimously approved. The 6/18 minutes were moved by M. Sigler, seconded by D. Kiefer and carried with D. Kiefer's minor changes that she will forward to the Legislature office.

Adjournment

On motion, the Committee adjourned at 5:25 p.m.

Respectfully submitted,

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Cheryl A. Nelson
Public Works Administrator