

PUBLIC WORKS COMMITTEE AGENDA

January 3, 2017

1:30 pm

Legislative Chambers

Public Works Committee:

Dan Banach (Chair), Jim Multer (Vice Chair)
Elden Morrison, Earle Gleason, Terry Button

I. MEETING MINUTES & MONTHLY AUDIT

- Public Comment
- Approve minutes of December 5, 2016 meeting
- Dan Banach and Elden Morrison will sign the audit

II. OUTLET TRAIL DISCUSSION – Taylor Fitch

III. HIGHWAY DEPARTMENT – Dave Hartman

ROAD FUND

- **D3310 – Traffic**
- **D5010 – Administration**
 - **Goals - 2017**
- **D5110 – Maintenance Roads & Bridges**
- **D5112 – Capital Roads**
- **D5120 – Bridges & Culverts**
 - **Vine Valley – FHWA FIRE audit**
- **D5142 – Snow Removal**

IV. ROAD MACHINERY FUND – DM5130

V. BUILDINGS & GROUNDS - Joe Reed

New Business

- Weights & Measures – report attached
- Emerson
- Safety Committee Minutes

Updates on Miscellaneous Items

- Solar
- Hot Water Tanks
- Velocity
- Inspections
- COB 2nd Floor Reconfiguration

IV. EXECUTIVE SESSION if needed

HIGHWAY DEPARTMENT MONTHLY REPORT

Dec. 1 – Dec. 29, 2016

ADMINISTRATION/PERSONNEL

- Vine Valley Bridge closeout on hold
- 2016 Annual report updates
- Alexander Rd Bridge – contract execution and delivery
- Personnel appraisals

TRAFFIC

- Work on sign making for 2017 continued in sign shop along with temporary sign and barricade repairs

CAPITAL

MAINTENANCE

- Deer carcasses (2) were picked up by YCHD staff
- Trees were cut on various roads (Rock Stream, Plum Point, Lovejoy)
- Shoulder reinforcement completed on Plum Point rd.
- Hauled in 1A stone for 2017 surface treating
- Ditch cleaning on Rock Stream and Lakemont-Himrod

BRIDGES & CULVERTS

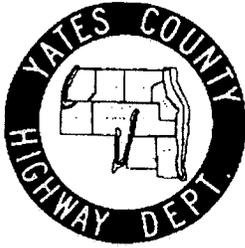
- Vine Valley Rd. – Completed. FHWA audit in progress
- Alexander Rd. – Contract agreements have been signed by Yates County and Silverline Construction. Silverline preparing to begin submitting shop drawings for approval. YCHD crew removed a large willow tree at NW corner of the bridge to allow access to the bridge.
- Valley View Rd. – Engineering study by Hunt Engineers is underway. A draft report is expected by end of January 2017.

SNOW & ICE

- Trucks were out 19 days in December

ROAD MACHINERY

- Removed old and installed new siding over south side office windows
- Shop truck has been returned to service after repairs completed by Hawk Frame & Axle
- New Mohawk lift delivered, waiting for installer to confirm install date



Yates County Highway Department

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David Hartman, Superintendent

MEMORANDUM

To: Public Works Committee

From: Dave Hartman *DH*

Date: January 2, 2017

Re: 2017 Highway Department Goals & Objectives

Goal: No lost time personal injury accidents

Objectives: Hold personal safety training sessions and document date, time, instructor, attendees and monitor field and shop operations to ensure compliance with industry safety guidelines and practices. A minimum of four (4) training sessions covering a minimum of four (4) different topics shall be held.

Goal: No vehicle or equipment accidents

Objectives: Hold vehicle & equipment safety training sessions and document date, time, instructor, attendees and monitor field and shop operations to ensure compliance with industry safety guidelines and practices. A minimum of four (4) training sessions covering a minimum of four (4) different topics shall be held.

Goal: Become a better manager and leader

Objectives: Apply learned techniques and strategies to enable better adaptation to challenges and changing situations within the department.

Goal: Ensure operations are as efficient as possible & update/revise current cost code list

Objectives: By the end of July, review each operational cost code item with supervisory staff and employees to determine if current materials/methods are the best possible solutions for completing various work tasks and revise cost code list if necessary.

- Institute any changes regarding any materials or methods that are determined to be of value and would result in cost savings as a result of the objective listed above or from any impromptu field observations & testing within one (1) month of discovery.
- Encourage and consider all suggestions from employees on ways to improve operations and increase efficiency.

Goal: Complete construction on Alexander Rd. Bridge project

Objectives: Assist Barton & Loguidice (consultant), the successful bidder/contractor (Silverline Construction) in whatever way necessary to complete replacement of the existing bridge superstructure. Monitor daily progress, perform construction inspection, document all daily activities and ensure compliance with bid specs.

Goal: Complete Engineering study on Valley View Rd. Bridge

Objectives: Assist Hunt Engineers in whatever way necessary to complete engineering study to determine options for repair of the bridge in order to get it re-opened to the public.

Goal: Complete Capital Improvement projects and pavement maintenance work by 9/1/16

Objectives: Advertise, receive, review and award all necessary material and contractual service bids prior to start of construction season (Cold Milling, Hot Mix Asphalt and Liquid Bituminous to be bid on 3/23/17 and awarded 4/10/17).

- Complete any necessary minor repairs/prep work in advance of project start dates
- Schedule contractors for cold milling of pavement beginning in May and complete milling by end of May (weather permitting)
- Schedule contractors for hot mix paving in June & complete lane striping by end of August
- Schedule contractors for one week of surface treating in mid June

Goal: Begin all crack sealing operations in May (weather permitting) and complete by June 30

Objectives: Award Liquid Bituminous materials bid on 4/10/17 and schedule work with successful low bidder or NYS Office of General Services (OGS) vendor and complete work by 6/30/17

- Provide traffic control during crack filling and surface treating operations

Goal: Improve condition ratings on bridges scheduled for bi-annual inspections

Objectives: Review 2015 bi-annual inspection reports & complete as many maintenance/repair activities as possible on noted deficiencies prior to the 2017 NYSDOT inspections that typically start in April of each year

PUBLIC WORKS COMMITTEE MEETING
1-3-2017

NEW AGENDA ITEMS

- 1- **Weights and Measures:** See attached report from Cliff Boyce. Cliff will be attending to give a summary of 2016.
- 2- **Emerson:** I have received the proposal for service for the UPS at the public safety building which is due in February. This unit is a critical part of the buildings infrastructure and requires annual preventative maintenance. Emerson Network Power is the sole manufacture approved provider of these services at a price of \$3275.58. If the County signs a three year agreement then the price will be held the same instead of going up about 3.5% each year. With your approval I will prepare a resolution to enter into a contract for maintenance with Emerson Network Power.
- 3- **Safety Committee Minutes:** Please see the attached.

UPDATES ON MISC. ITEMS

- 1- **Solar:** The County Attorney is still look into how the other counties are able to commit to longer than 5 year leases. Once we have an answer to that then we can meet again and discuss the next step if any.
- 2- **Hot water tanks:** One of the Hot water tanks at the Courthouse sprung a leak and we are in the process of changing it out. Also one of the tanks at Public Safety is weeping a little and I have ordered a replacement. I was able to cover the cost from the B&G 2016 budget.
- 3- **Velocity:** The replacement and upgrade to the velocity server and system was completed 12-15.
- 4- **Inspections:** In December the sprinkler system was tested and an internal inspection was completed. Also I did the annual walk through with the County Code Enforcement officer. There were no concerns with either inspection.
- 5- **COB 2nd Floor Reconfiguration:** The clinic was moved on 12-21. I will be working with Amy and Deb to lay out a plan and timeline for the rest of the move in the next few weeks.

Yates County Weights & Measures Department Monthly Report

Last Inspection	Company	Establishment	Device	Q	# Cor	Inc. (+)	Inc. (-)	Inc. Other	Inc. Vis	# of Visits	Device Type
12/2/2016	Keuka Health Care	Non-Commercial	Misc. Scale	1	1					1	Health-O-Meter,600x0.2
12/2/2016	Penn Yan - Elementary School	Non-Commercial	Platform Scale	1	1					1	Seca,400x0.25
12/2/2016	Penn Yan - High School	Non-Commercial	Platform Scale	1	1					1	Seca,550x0.2
12/2/2016	Penn Yan - Middle School	Non-Commercial	Platform Scale	1	1					1	Health-O-Meter,500x0.2
12/2/2016	Penn Yan Flying Club	Airport	Petr.Pumps	1	1					1	Av-Gas only
12/2/2016	Penn Yan Wrestling & Jr.Mustang Football	Non-Commercial	Platform Scale	1	1					1	Seca,450x0.2lbs
12/2/2016	Penn Yan Wrestling & Jr.Mustang Football	Non-Commercial	Platform Scale	1	1					x	Belfour,PS660T
12/2/2016	Penn Yan Wrestling & Jr.Mustang Football	Non-Commercial	Platform Scale	1	1					x	Health-O-Meter,400x0.2
12/2/2016	Penn Yan Wrestling & Jr.Mustang Football	Non-Commercial	Platform Scale	1	1					x	Belfour,PS660O
12/2/2016	Soldiers & Sailors Hospital	Drug	Presc.Scale	1	1					1	Torsion,DRX2,120grams
12/2/2016	Soldiers & Sailors Hospital	Drug	Weights-Pharmacy	9	9					x	1,2,3,5,10,20,30,50,100
12/6/2016	Himrod Farm Supply	Hardware	Platform Scale	1	1					1	CAS,PB,0-150x0.05,150-300x0.1
12/6/2016	Himrod Farm Supply	Hardware	Misc.Scale	1	1					x	Hanging,Chatillon 027A,20lbx0.5oz
12/6/2016	Himrod Farm Supply	Hardware	Lin.Meas.Dev.	1	1					x	Hykon,220,rope meter
12/6/2016	Himrod Farm Supply	Hardware	Misc.Scale	1	1					x	CAS,SW-50,50x0.02
12/6/2016	Knapp & Schlappi - Dundee	Hardware	Lin.Meas.Dev.	1	1			1		1	Olympic,1430,cordage meter
12/6/2016	Magnus Ridge Winery	Food Store/Deli	Comp.Scale	1	1					1	Globe,GSP30A,30x0.01
12/6/2016	Premium Copack	Proc./Ware./Mfr.	Misc.Scale	18	18					2	Ohaus,D30BR w/T31P Ind.
12/6/2016	Premium Copack	Proc./Ware./Mfr.	Hopper/Batch	3	3					x	Weigh & Fill Hoppers
12/7/2016	Keuka College Health Services	Non-Commercial	Platform Scale	1	1					1	Health-O-Meter,350x0.25lbs
12/7/2016	Keuka College Health Services	Non-Commercial	Platform Scale	1	1					x	Seca,400x0.25
12/7/2016	Lakeside Honey	Proc./Ware./Mfr.	Misc.Scale	1	1					1	Brecknell,PS25,25lbx0.1oz
12/7/2016	Log City Meats	Fish/Butcher	Misc.Scale	7	6	1				1	AdamEquip,CPWplus-150,330x0.1
12/7/2016	Log City Meats	Fish/Butcher	Monorail Scale	1	1					x	monorail/hanging scale,
12/7/2016	Log City Meats	Fish/Butcher	Misc.Scale	1	1					x	Ricelake,IQ(t)355-2A, Indicator
12/7/2016	Masters' Touch Coffee Roasters	other-coffee	Misc.Scale	1	1					1	Ohaus,D30BR w/T31P Ind.
12/7/2016	Masters' Touch Coffee Roasters	other-coffee	Misc.Scale	1	1					x	Fairbanks,70-2453-4,0-60x0.02,60-150x0.05
12/7/2016	Penn Yan - Yates County Sheriff	Non-Commercial	Platform Scale	1	1					1	Ohaus, Triple Beam Balance
12/7/2016	T.O.P.S / K.O.P.S - Dundee	Non-Commercial	Platform Scale	1	1					1	Health-O-Meter,350x0.25lbs
12/8/2016	E.B. Martin Roofing	Hardware	Misc.Scale	1	1					1	Salter Brecknell,B130,66x0.002
12/8/2016	E.B. Martin Roofing	Hardware	Platform Scale	1	1					x	Ohaus,SD200, 440x0.2
12/8/2016	Lost Sock Laundry	other-laundry	Timing Device	14	14					1	Laundry dryers
12/9/2016	Gerald Sauder	Farm/Produce	Milk Tank	1	1					1	Milk Tank Calibration
12/28/2016	Alvin W. Zimmerman	Farm/Produce	Milk Tank	1	1					1	new milk chart
12/28/2016	Alvin & Ella Martin	Farm/Produce	Milk Tank	1	1					1	new milk chart
12/28/2016	Wells Custom Cut Meats	Fish/Butcher	Comp.Scale	1	1					2	Hobart,1840,30x0.01
12/28/2016	Wells Custom Cut Meats	Fish/Butcher	Misc.Scale	1	1					x	Chatillon, dual beam, 0-50, 0-500

YTD Tests Completed (707 total devices in Yates County)	83	80	0	2	1	8	25
Actual:	707						
Target:	707						

Yates County Weights & Measures Report – 2016

2016

Devices tested: 707 (100%)

Petroleum quality samples, 24 samples collected, no fuel failures

Annual report: will be sent to NYS W&M in mid-January, will also be posted on county website

New W&M Large Volume Prover (100 & 30 gallon) received and placed into service

Device test sheets; stored as electronic file

2017

100% device testing

Monthly committee reports

Evaluate methods of efficiency improvements

Process improvement for mid-capacity platform scales (~2000 lbs.)

Increased focus/effort on package testing and pricing accuracy

Replacement W&M Vehicle – January arrival