



Highway Committee

Committee Meeting

60 Central Ave.
Cortland, NY 13045
<http://www.cortland-co.org>

~ Minutes ~

Tuesday, September 12, 2023

11:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 11:21 AM by Committee Chair Christopher Newell

Attendee Name	Organization	Title	Status	Arrived
George Wagner	Cortland County, NY	Committee Member	Present	
Linda Jones	Cortland County, NY	Committee Member	Present	
Christopher Newell	Cortland County, NY	Committee Chair	Present	
Ronald J. Van Dee	Cortland County, NY	Committee Vice Chair	Present	
Cathy Bischoff	Cortland County, NY	Committee Member	Present	
Joseph Nauseef	Cortland County, NY	Committee Member	Present	
Eugene Waldbauer	Cortland County, NY	Committee Member	Excused	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Kimberly Bigladeri	Cortland County, NY	Deputy Clerk of the Legislature	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Paul Heider	Cortland County, NY	Board Member	Present	
Andrea Herzog	Cortland County, NY	Director of Finance	Present	
Alan Ricottilli	Cortland County, NY		Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Margaret Mellott	Cortland Standard	Reporter	Present	

MINUTES

1. Highway Committee - Committee Meeting - Aug 10, 2023 10:00 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	George Wagner, Committee Member
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Wagner, Jones, Newell, Van Dee, Bischoff, Nauseef
EXCUSED:	Eugene Waldbauer

RESOLUTIONS

AGENDA ITEM NO. 1 – Create Four (4) Temporary Motor Equipment Operators - Highway Department

RESULT:	APPROVED [5 TO 0]
	Next: 9/19/2023 10:00 AM
MOVER:	Linda Jones, Committee Member
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Wagner, Jones, Newell, Bischoff, Nauseef
EXCUSED:	Eugene Waldbauer
AWAY:	Ronald J. Van Dee

ON MOTION OF NEWELL

RESOLUTION NO.

Create Four (4) Temporary Motor Equipment Operators - Highway Department

WHEREAS, the needs of the Highway Department will be better served by creating four (4) Motor Equipment Operators (temporary, not to exceed six months), AND

WHEREAS, the Cortland County Legislature's Highway Committee recommends the creation of these positions, NOW THEREFORE BE IT

RESOLVED, that four (4) Motor Equipment Operators (Grade 14, \$20.6041-\$26.0742/hour, non-competitive class, full time, temporary, not to exceed six months, no benefits) be created with permission to fill effective November 1, 2023.

ACTION ITEMS

1. Authorize Use of Dwyer Park for Empire State Subies Car Show September 23, 2023

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Linda Jones, Committee Member
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Wagner, Jones, Newell, Van Dee, Bischoff, Nauseef
EXCUSED:	Eugene Waldbauer

REPORTS

1. Highway Department Activity Report

RESULT:	COMPLETED
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2. Solid Waste Activities Report

RESULT:	COMPLETED
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EXECUTIVE SESSION

It was MOVED by Mr. Wagner, seconded by Ms. Bischoff, and unanimously approved by voice vote of members present, to enter into an executive session for discussions regarding current litigation. MOTION CARRIED.

An executive session was held from 11:50 a.m.. to 11:53 a.m., at which time on motion of Mr. Wagner, seconded by Ms. Bischoff,, it was unanimously approved by voice vote to exit executive session.

ADJOURNMENT

The meeting was closed at 11:53 AM



Highway Committee

Committee Meeting

60 Central Ave.
Cortland, NY 13045
<http://www.cortland-co.org>

~ Minutes ~

Thursday, August 10, 2023

10:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 10:16 AM by Committee Chair Christopher Newell

Attendee Name	Organization	Title	Status	Arrived
George Wagner	Cortland County, NY	Committee Member	Late	10:18 AM
Linda Jones	Cortland County, NY	Committee Member	Present	
Christopher Newell	Cortland County, NY	Committee Chair	Present	
Ronald J. Van Dee	Cortland County, NY	Committee Vice Chair	Present	
Cathy Bischoff	Cortland County, NY	Committee Member	Present	
Joseph Nauseef	Cortland County, NY	Committee Member	Present	
Eugene Waldbauer	Cortland County, NY	Committee Member	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Kimberly Bigladeri	Cortland County, NY	Deputy Clerk of the Legislature	Present	
Charles Sudbrink	Cortland County, NY	Highway Superintendent	Present	
Alan Ricottilli	Cortland County, NY	Deputy Superintendent of Highways	Present	
Trisha Hiemstra	Cortland County, NY	Planning Director	Present	
Sandra Price	Cortland County, NY	Board Member	Present	
Paul Heider	Cortland County, NY	Board Member	Present	
Laurie Leonard	Cortland County, NY	Personnel Officer	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Andrea Herzog	Cortland County, NY	Director of Finance	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Late	10:29 AM
Margaret Mellott	Cortland Standard	Reporter	Remote	
Eddie Velazquez	Cortland Voice	Reporter	Remote	

Minutes Acceptance: Minutes of Aug 10, 2023 10:00 AM (MINUTES)

MINUTES

1. Highway Committee - Committee Meeting - Jun 6, 2023 11:00 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Committee Vice Chair
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Wagner, Jones, Newell, Van Dee, Bischoff, Nauseef, Waldbauer

RESOLUTIONS

AGENDA ITEM NO. 1 – Amend 2023 County Road Fund Budget with Additional Consolidated Local Street and Highway Improvement Program (CHIPS), Pave NY (PAVE) and Pave Our Potholes (POP) Funding - Highway Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/24/2023 6:00 PM
MOVER:	Cathy Bischoff, Committee Member
SECONDER:	Eugene Waldbauer, Committee Member
AYES:	Wagner, Jones, Newell, Van Dee, Bischoff, Nauseef, Waldbauer

ON MOTION OF NEWELL**RESOLUTION NO.**

Amend 2023 County Road Fund Budget with Additional Consolidated Local Street and Highway Improvement Program (CHIPS), Pave NY (PAVE) and Pave Our Potholes (POP) Funding - Highway Department

WHEREAS, the 2023 approved amounts for the Consolidated Local Street and Highway Improvement Program (CHIPS), PAVE NY (PAVE) and Pave our Potholes (POP) are higher than the amounts anticipated when preparing the County Road Fund Budget, AND

WHEREAS, the additional amounts total \$235,672.16, NOW THEREFORE BE IT

RESOLVED, that the 2023 County Road Fund Budget be amended as follows:

Increase Revenues:

D511243.43501	County Road Fund CHIPS Revenue	\$230,703.89
D511243.43501.PAVE	PAVE NY Revenue	\$2,980.96
D511243.43501.POP	Pave our Pothole Revenue	\$1,987.31

Increase Expenses:

D51125.54077	Construction Expenses	\$235,672.16
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AGENDA ITEM NO. 2 – Award Crains Mills Road Bridge Repair - Bridge Diaphragm Connections (BIN 3312400) - Highway Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/24/2023 6:00 PM
MOVER:	George Wagner, Committee Member
SECONDER:	Eugene Waldbauer, Committee Member
AYES:	Wagner, Jones, Newell, Van Dee, Bischoff, Nauseef, Waldbauer

Minutes Acceptance: Minutes of Aug 10, 2023 10:00 AM (MINUTES)

**Award Crains Mills Road Bridge Repair - Bridge Diaphragm Connections (BIN 3312400) -
Highway Department**

WHEREAS, the Crains Mills Road Bridge (BIN 3312400) has been Red Flagged by the New York State Department of Transportation, AND

WHEREAS, the welded diaphragm connections to the girder webs have cracks, AND

WHEREAS, the repairs to said bridge diaphragms will need to be welded by a New York State Certified welder, AND

WHEREAS, the costs to have the bridge repaired is reimbursable in full under the CHIPS program, AND

WHEREAS, the Highway Superintendent has advertised for and received bids for the repairs to the Crains Mill Road Bridge and they are as follows:

<u>BIDDERS</u>	<u>BID</u>
R. DeVincentis Construction, Inc. One Brick Avenue Binghamton, NY 13901	\$38,000
BVR Construction Company, Inc. 8 King Road Churchville, NY 14428	\$43,000
Vector Construction Corporation 6364 Island Road Cicero, NY 13039	\$67,500
Economy Paving Co., Inc. 1819 NYS RT 13 Cortland, NY 13045	\$105,000

, AND

WHEREAS, the lowest responsible bid received for the repair of said bridge was received from R. DeVincentis Construction, Inc., NOW THEREFORE BE IT

RESOLVED, the Cortland County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to execute an agreement for the Crains Mill Road Bridge Repair-Bridge Diaphragm Connections (BIN 3312400) to R. DeVincentis, Construction, Inc., One Bick Avenue, Binghamton, NY 13901 for an amount not to exceed \$38,000, AND BE IT FURTHER

RESOLVED, that the project costs be charged to the already established Account # D51125.54077 7177.

AGENDA ITEM NO. 3 – Award the Project for the 100LL Avgas Fuel Farm Relocation at the Cortland County Airport - Highway Department

Minutes Acceptance: Minutes of Aug 10, 2023 10:00 AM (MINUTES)

RESULT: APPROVED [UNANIMOUS]

Next: 8/24/2023 6:00 PM

MOVER: George Wagner, Committee Member

SECONDER: Cathy Bischoff, Committee Member

AYES: Wagner, Jones, Newell, Van Dee, Bischoff, Nauseef, Waldbauer

ON MOTION OF NEWELL

RESOLUTION NO.

Award the Project for the 100LL Avgas Fuel Farm Relocation at the Cortland County Airport - Highway Department

WHEREAS, the County of Cortland has been awarded a New York State Department of Transportation (NYSDOT) Aviation Capital Grant funding for the 100 LL Avgas Fuel Farm Relocation at the Cortland County Airport, GEN. Levi R. Chase field, AND

WHEREAS, the design of and construction of the 100LL Fuel System Project (NYS PIN 3903.10) was approved by the Cortland County Legislature by Resolution No. 82-22, AND

WHEREAS, the Highway Superintendent has advertised for and received a bid for the Construction of the 100LL Fuel System (NYS PIN 3903.10) and it is as follows:

BIDDERS

BID

Cortland Pump, LLC
694 Lake Como Road
Cortland, NY 13045

\$870,000

, AND

WHEREAS, the only responsible bid received for the Construction of the said project was received from Cortland Pump, LLC, NOW THEREFORE BE IT

RESOLVED, that contingent upon NYSDOT's approval of award, the Cortland County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to execute an agreement for the construction of said project with Cortland Pump, LLC, 694 Lake Como Road, Cortland, NY 13045 for an amount not to exceed \$870,000, AND BE IT FURTHER

RESOLVED, that the project costs be charged to the already established Account # HH56105.52800.100LL.

AGENDA ITEM NO. 4 – Abolish Positions of Heavy Equipment Operator/Create Positions of Heavy Equipment Operator/Motor Equipment Operator - Highway Department

RESULT: APPROVED [UNANIMOUS]

Next: 8/24/2023 6:00 PM

MOVER: Eugene Waldbauer, Committee Member

SECONDER: Linda Jones, Committee Member

AYES: Wagner, Jones, Newell, Van Dee, Bischoff, Nauseef, Waldbauer

ON MOTION OF NEWELL

RESOLUTION NO.

Minutes Acceptance: Minutes of Aug 10, 2023 10:00 AM (MINUTES)

Abolish Positions of Heavy Equipment Operator/Create Positions of Heavy Equipment Operator/Motor Equipment Operator - Highway Department

WHEREAS, the needs of the Highway Department will be better served by abolishing four positions of Heavy Equipment Operator and creating four positions of Heavy Equipment Operator/Motor Equipment Operator, AND

WHEREAS, this change will cost no additional County funding, AND

WHEREAS, the Highway Committee recommends the abolition and creation of these positions, NOW THEREFORE BE IT

RESOLVED, that four positions of Heavy Equipment Operator (Grade 16, \$22.0488-\$27.9023/HR, CSEA, non-competitive, full time with benefits) be and hereby are abolished effective August 24, 2023 at midnight, AND BE IT FURTHER

RESOLVED, that four positions of Heavy Equipment Operator/Motor Equipment Operator (Grade 16, \$22.0488-\$27.9023/HR, CSEA, non-competitive, full time with benefits OR Grade 14, \$20.6041-\$26.0742/HR, non-competitive, full time with benefits) be created with permission to fill effective August 25, 2023 at 12:01 am with approval to fill.

ACTION ITEMS

- Letter of Support for IRT Construction Project - Highway Truck Garage

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Christopher Newell, Committee Chair
SECONDER:	George Wagner, Committee Member
AYES:	Wagner, Jones, Newell, Van Dee, Bischoff, Nauseef, Waldbauer

DISCUSSION ITEMS

- Cortland County Landfill Site Life and Financial Assurance

RESULT:	COMPLETED
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REPORTS

- Highway Department Activities Report-August

RESULT:	COMPLETED
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- Solid Waste Activities Report - August

RESULT:	COMPLETED
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ADJOURNMENT

The meeting was closed at 11:08 AM

Minutes Acceptance: Minutes of Aug 10, 2023 10:00 AM (MINUTES)

SEPTEMBER 2023 HIGHWAY DEPARTMENT REPORT**Administration**

Monthly Superintendents Meeting
Department Head Meeting
NYSCHSA Summer Conference

Projects**Structure Projects:**

East River Crossing bridge replacement – Preliminary design has begun
Crains Mills Road Bridge – Awarded R. DeVincentis Construction to perform repairs.

Road Projects:

Telephone Road- Hot mix asphalt, Recycled asphalt, complete.
Baldwin Corners Road- Cold mix asphalt, complete.
Cuyler Linclean Road- Hot mix asphalt, complete.
Kinney Gulf Road- Hot mix asphalt, complete.
Clarks Corners Road- Hot mix asphalt, complete.
Song Lake Crossing Road- Hot mix asphalt, complete.
Merrills Creek Road – prepping for 2024 paving (cross culverts, ditching, etc.)

Staffing - 5 full time positions open.

Equipment - Trucks to be delivered in October.

Road Maintenance –Cross culvert replacement, pothole repairs, tree maintenance, ditching.. First application of striping complete.

Salt Usage - Season Total 11,952.96

Dwyer Park - Continuing park maintenance.

Airport

T Hangar Occupancy- All hangers are occupied. 100LL fuel farm, award contract August.

AUGUST 2023 SOLID WASTE DEPARTMENT REPORT

Landfill

Administration

- ❖ Working on annual reports.

Operations

- **Leachate Hauling** – Continued transportation of leachate to the City’s WWTP. We have hauled **64,000** gallons from Pine Tree, **8,000** from Ground Water Vault and **760,500** gallons from West Side.
- **Cover Material** – **26.99** tons of shredded auto fluff has been delivered for use as Alternate Operating Cover material at the landfill.
- **Solid Waste** – **2,566.63** tons received.
- **Sludge** – **291.39** tons received.
- **C&D** – **511.49** tons received.
- **Site Maintenance** – Downsizing our working face to the smallest open area that we can. Adding additional cover material to mitigate odor.
- **Equipment** – Ongoing scheduled service and routine preventive maintenance.
- **Gas Collection System** – Materials are being delivered and placed in holding area awaiting construction of the system.