



PUBLIC WORKS COMMITTEE

Monday, October 16, 2023, Time: 3:00 PM
Committee Room, 2nd floor, 74 Ontario Street,
Canandaigua, NY 14424

Committee Members

Fred Lightfoote, Chair
Peter Ingalsbe
Jack Marren
John Pruett
Jared Simpson
Norm Teed
Christopher Vastola

1. Call to Order:

The Public Works Committee was called to order at 03:00 PM on October 16, 2023.

Members Present: Supervisor(s) Peter Ingalsbe, Jack Marren, John Pruett, Jared Simpson, Norman Teed, Christopher Vastola.

Absent: .

Necessarily Absent: Supervisor(s) Frederick Lightfoote.

Others present in addition to committee members:

- BOS Chairman, Todd Campbell
- Deputy County Administrator, Alissa Bub
- County Administrator, Chris DeBolt
- FLCC Director of Buildings & Grounds, Cathy Ahern
- BOS Clerk, Kristin Voss
- DPW Commissioner, Bill Wright, via WebEx
- Sr. Planner, Erin Holley, via WebEx
- Abigail Marion, via WebEx
- Sr. Planner, Jule Barry, via WebEx
- Nancy Yacci, via WebEx
- County Attorney, Holly Adams
- Deputy DPW Commissioner, Tim McElligott
- Deputy Finance Director, Nellie Puma
- Fiscal Manager, Kathleen Meyers
- Engineer, Chris Day
- Associate Planner, Tim Jensen
- B & G Supervisor, Steve Vanderbrook
- Sr. Planner, Thomas Lyon
- Purchasing Director, Jenifer Langer, via WebEx

2. Approval of Minutes:

Supervisor John Pruett motioned to approve the minutes of the September 25, 2023 Public Works Committee meeting. The motion was seconded by Supervisor Christopher Vastola. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, Jack Marren, John Pruett, Jared Simpson, Norman Teed, Christopher Vastola. No: Supervisor(s): None. Abstain: Supervisor(s): None.

3. Planning Department & FLCC:

3a,b,c. Catherine Ahern, presented the following three resolutions:

- Capital Project No. H080-21 - Approval of Contract to Reassemble Lounge Furniture - FLCC Nursing Expansion Phase II Capital Project

- Capital Project No. H057-19 - Main Campus Exterior Lighting Repairs - 2019 FLCC Maintenance Capital Project
- Capital Project No. H095-23 - Authorize Contracts with the CBORD Group, Inc. & Update Communication & Security for IT Equipment & Installation

Supervisor Norman Teed motioned to approve the three resolutions, as presented, as a block. The motion was seconded by Supervisor Jared Simpson. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, Jack Marren, John Pruet, Jared Simpson, Norman Teed, Christopher Vastola. No: Supervisor(s): None. Abstain: Supervisor(s): None.

3d. Mr. Thomas Lyon, is reaching out to other companies and contractors regarding the ZEV fleet replacement program. The program with RG&E that was originally being looked at isn't an option as their terms and conditions are not acceptable to our Attorney's office. They are also looking for grants that might be available to provide funds for charging stations. Currently, for the grant funds out there, only the 83 Seneca St location in Geneva would be eligible. He is hoping that there will be new grants available after the first of the year that will expand options for the County.

3e. Supervisor Norman Teed motioned to approve the Planning Capital Project payments. The motion was seconded by Supervisor Jack Marren. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, Jack Marren, John Pruet, Jared Simpson, Norman Teed, Christopher Vastola. No: Supervisor(s): None. Abstain: Supervisor(s): None.

4. Public Works and Public Works Capital Projects:

4a. Timothy McElligott, presented a resolution entitled, "Capital Project No. H056-19 - Honeoye Lake Wastewater Treatment Plant Improvements - Award Amendment Agreement for Construction Inspection, Compliance, and Administration Services".

Supervisor Jared Simpson motioned to approve the resolution entitled, "Capital Project No. H056-19 - Honeoye Lake Wastewater Treatment Plant Improvements - Award Amendment Agreement for Construction Inspection, Compliance, and Administration Services". The motion was seconded by Supervisor John Pruet. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, Jack Marren, John Pruet, Jared Simpson, Norman Teed, Christopher Vastola. No: Supervisor(s): None. Abstain: Supervisor(s): None.

4b. Nellie Puma, presented a resolution entitled, "Capital Project No. H049-18 - County Road 46 at Smith Road - Intersection Improvements Budget Transfer".

Supervisor Norman Teed motioned to approve the resolution entitled, "Capital Project No. H049-18 - County Road 46 at Smith Road - Intersection Improvements Budget Transfer". The motion was seconded by Supervisor Christopher Vastola. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, Jack Marren, John Pruet, Jared Simpson, Norman Teed, Christopher Vastola. No: Supervisor(s): None. Abstain: Supervisor(s): None.

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4c. Bill Wright, presented a resolution entitled, " Capital Project No. H082-22 - Ontario Beach Park Improvements Project - Authorize Design Development Consultant Services Contract and Budget Transfer".

Supervisor Jared Simpson motioned to approve the resolution entitled, "Capital Project No. H082-22 - Ontario Beach Park Improvements Project - Authorize Design Development Consultant Services Contract and Budget Transfer". The motion was seconded by Supervisor John Pruett. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, Jack Marren, John Pruett, Jared Simpson, Norman Teed, Christopher Vastola. No: Supervisor(s): None. Abstain: Supervisor(s): None.

4d. Bill Wright, presented a resolution entitled, "Capital Project No. H062-19 - Firing Range Improvement - Authorization to Contract for Electrical Services - Woodstone Earth Construction, Inc. and Bishop Electric".

Supervisor Norman Teed motioned to approve the resolution entitled, "Capital Project No. H062-19 - Firing Range Improvement - Authorization to Contract for Electrical Services - Woodstone Earth Construction, Inc. and Bishop Electric". The motion was seconded by Supervisor Jack Marren. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, Jack Marren, John Pruett, Jared Simpson, Norman Teed, Christopher Vastola. No: Supervisor(s): None. Abstain: Supervisor(s): None.

4e. Supervisor Jack Marren motioned to approve the Public Works Capital Project payments. The motion was seconded by Supervisor Jared Simpson. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, Jack Marren, John Pruett, Jared Simpson, Norman Teed, Christopher Vastola. No: Supervisor(s): None. Abstain: Supervisor(s): None.

5. Buildings & Grounds:

5a. Steven Vanderbrook, presented a budget transfer for replacing an air handler unit at the Records and Archives building.

Supervisor Norman Teed motioned to approve the budget transfer as presented. The motion was seconded by Supervisor Christopher Vastola. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, Jack Marren, John Pruett, Jared Simpson, Norman Teed, Christopher Vastola. No: Supervisor(s): None. Abstain: Supervisor(s): None.

6. Courier:

6a. Nellie Puma, presented a resolution entitled, "Authorization to Accept Rental Agreement with Pitney Bowes, Inc.".

Supervisor Christopher Vastola motioned to approve the resolution entitled, "Authorization to Accept Rental Agreement with Pitney Bowes, Inc.". The motion was seconded by Supervisor Peter Ingalsbe. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, Jack Marren, John Pruet, Jared Simpson, Norman Teed, Christopher Vastola. No: Supervisor(s): None. Abstain: Supervisor(s): None.

7. Highway:

7a. Christopher Day, presented a resolution entitled, "County Road 33 - Culvert 2 Extension & Drainage Channel Improvements Project - Purchase of Easements".

Supervisor Norman Teed motioned to approve the resolution entitled, "County Road 33 - Culvert 2 Extension & Drainage Channel Improvements Project - Purchase of Easements". The motion was seconded by Supervisor Jack Marren. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, Jack Marren, John Pruet, Jared Simpson, Norman Teed, Christopher Vastola. No: Supervisor(s): None. Abstain: Supervisor(s): None.

8. Sewer:

8a. Ms. Puma let the committee know that per our sewer rent Local Law, Section 4.0 states, "Sewer Rents shall be due and payable in equal quarterly installments on April 1, July 1, October 1, and January 1 in each year, with the first payment being due when connection to the District sewer line has been made. Sewer rents shall be due and payable for the full quarter in which connection is made. Charges will not be prorated for a portion of the quarter. Sewer rents shall continue to be payable whether or not the premises are occupied."

At this time, the department has deviated from this and has not started billing residents until they received a Certificate of Occupancy for their home. Since COVID, there has been a lag in issuing Certificates of Occupancy. This has allowed for people to already be occupying their homes and not paying sewer rent. Going forward the department will be following the Local Law and starting to bill customers at the time of connection.

8b. Timothy McElligott, presented a resolution entitled, "Resolution of the Ontario County Board of Supervisors Calling for a Public Hearing on the Proposed Pierce Brook Subdivision Extension of the Canandaigua Lake County Sewer District".

Supervisor Jack Marren motioned to approve the resolution entitled, "Resolution of the Ontario County Board of Supervisors Calling for a Public Hearing on the Proposed Pierce Brook Subdivision Extension of the Canandaigua Lake County Sewer District". The motion was seconded by Supervisor Jared Simpson. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, Jack Marren, John Pruet, Jared Simpson, Norman Teed, Christopher Vastola. No: Supervisor(s): None. Abstain: Supervisor(s): None.

8c. Mr. McElligott reviewed the status of the pump station #1 project, as it is almost complete. He let the committee know that they will be executing a final change order with Villager Construction for \$13,565. This will be to do a total reconstruction and paving of the site once the pump station work is completed. The paving is scheduled for October 18th.

9. County Administrator:

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9a. County Administrator, Chris DeBolt, requested that the discussion of the reappointment of William Wright be done in executive session.

9b. Alissa Bub, presented a resolution entitled, "Resolution for Ontario County to Participate in Operation Green Light".

Supervisor Jack Marren motioned to approve the resolution entitled, "Resolution for Ontario County to Participate in Operation Green Light". The motion was seconded by Supervisor Norman Teed. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, Jack Marren, John Pruett, Jared Simpson, Norman Teed, Christopher Vastola. No: Supervisor(s): None. Abstain: Supervisor(s): None.

9c. County Administrator, Chris DeBolt, let the committee know that the second program in the ARPA grant funding will be for workforce development and child care. The application for these grants will be released at the end of this week. The application deadline for this second round of funding will be December 1st.

10. Privilege of the Floor:

11. Executive Session:

11a. Discussion on the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body but only when publicity would substantially affect the value thereof
and discussion on the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Supervisor Peter Ingalsbe motioned to Enter Executive Session at 3:42 PM. Supervisor Norman Teed seconded the motion. The motion Passed.

Supervisor Norman Teed motioned to exit executive session at 4:05 PM. Supervisor Jared Simpson seconded the motion. The motion passed.

Confirm next meeting date and time: *November 6, 2023 at 3:00 PM*

Adjournment:

On motion of Supervisor Christopher Vastola, seconded by Norman Teed, the Public Works Committee meeting was adjourned at 04:06 PM.