



**TIOGA COUNTY
DEPARTMENT OF PUBLIC WORKS COMMITTEE AGENDA
July 10, 2025
9:00 am**

- MINUTES APPROVAL for June 5, 2025
- FINANCIAL
 - YTD Budget Summary
- OLD BUSINESS
 - Cleaning scope for the CAC
- NEW BUSINESS
 - Buildings and Grounds
 - Highway Department
 - Capital Projects
- PERSONNEL
 - Project Technician – Jason Anderson
 - Accounting Associate III – Heidi Conroy
 - Secretary to Commissioner – Tammy Hummel
- RESOLUTIONS
 - Appoint Public Works Project Technician
 - Appoint Secretary to Commissioner of Public Works
 - Award Construction Inspection and Construction Services to Delta Engineers for Harnick Road Bridge
 - Award Design Services to McFarland Johnson for Halsey Valley Road Culvert
 - Create Allowance for the Control Work on the Ronald E. Dougherty North Wing HVAC Project
- PROCLAMATIONS
 - None
- ADJOURNMENT



TIOGA COUNTY
DEPARTMENT OF PUBLIC WORKS COMMITTEE MINUTES
Thursday, June 5, 2025
9:00 am

➤ ATTENDANCE

➤ Legislators

- Marté Sauerbrey, Legislative Chair
- Barbara Roberts, Public Works Committee Chair
- William Standing, Public Works Committee
- Ron Ciotoli, Public Works Committee
- Ray Bunce, Public Works Committee

➤ Staff

- Gary Hammond, Commissioner
- Justin Ruggiero, Deputy Commissioner

➤ Guests

- Cathy Haskell, Legislative Clerk
- Jackson Bailey, County Administrator

➤ Absent

- Barbara Cushman, Secretary to the Commissioner

➤ APPROVAL OF MINUTES

- A motion to approve the minutes as submitted for the April 10, 2025 and May 8, 2025 meetings was made by Mr. Ciotoli, 2nd by Mr. Bunce. All in favor. Motion carried.

➤ FINANCIAL

- YTD Budget Summary was shared with the committee.

➤ OLD BUSINESS

- Red Barn on Delphine Street was revisited. Mr. Hammond stated that he would like to patch any existing holes and install garage doors. The cost would be approximately \$5,000. Mr. Standing, Mr. Ciotoli and Mr. Bunce were in favor. Mrs. Roberts was against this.
- Mr. Hammond stated that we are fabricating a new wooden sign for the County Office Building which will look similar to the existing Court House sign.

➤ NEW BUSINESS

- Mr. Hammond reported on Buildings and Grounds.
 - A new door and lock were installed at the highway garage.

Department of Public Works

477 State Route 96 Owego, NY 13827



☎ 607 687 0302 📠 607 687 4453 🌐 www.TiogaCountyNY.gov

Gary Hammond, P.E. Commissioner Justin Ruggiero Deputy Commissioner

- Built and installed a table for Support/Collection.
 - Hung pictures in the new ILS offices.
 - Replaced belts and one motor on bathroom fans at HHS Building.
 - Mowing operations are ongoing.
 - Moved, set up and took down the dental van numerous times. The dental van needs some work done which has been scheduled for the end of the school year.
 - Installed some new carpet and moved workstations around for the DA.
 - Painted and fabricated a new office desk for Denis McCann at the HHS Building.
 - Repaired the Jail Garage roof. Replaced shingles that blew off.
 - Social Services would like to place a 10X12 shed at the HHS Building for car seats and other items that don't require a heated space to free up space in the records building. Mrs. Sauerbrey stated that there is a locked door at HHS Building that has no security. The concern is this door becoming an active door with no security.
 - We have received a request to clean the Child Advocacy Center offices once a week. Mrs. Roberts requested a list of what was expected before giving approval.
 - Buildings and Grounds is requesting to remove the retaining wall in front of the Court House and return the flower beds to grass. The pavers are deteriorating and need to be replaced. Also, the master gardeners no longer maintain the flower beds at the Court House.
- Mr. Hammond reported on the Highway Department.
- Patching and paving operations on Gaskill Road.
 - Repaired washouts on Ellis Creek and Oak Hill Roads.
 - A detour was installed on West Creek Road.
 - Replaced a pipe on West Creek Road.
 - Replaced driveway pipes on Dean Creek Road.
 - Replaced cross pipes on Blodgett and West Creek Roads.
 - Mowing operations are ongoing.
 - Mr. Hammond mentioned that we are being continually asked to do various tasks for the radio project. The committee was in agreement that we should continue to provide support.
 - Mr. Hammond stated that we have had numerous requests in recent years to install right to farm signs that he has not allowed this. The signs have been installed on our signposts without our consent. The committee was in agreement that these signs should be taken down.
- Mr. Ruggiero reported on the Buildings and Grounds Capital Projects.



- The Court Annex/Clerks roof and Court House roof projects are currently in design phase with C&S Engineers.
 - The Delphine Street Carwash is in design phase with C&S Engineers.
 - The new Highway Garage is in design phase with C&S Engineers.
 - Court Annex and Probation rooftop units control work was completed. We are currently having problems with the Court Annex air handler.
 - The County Office Building South Wing HVAC project the wall mounted recessed heating units are being installed. The balancing of the cassettes should be completed in early June. Mr. Bailey mentioned that some of the units are very loud when they run.
 - The North Wing HVAC project is out to bid with a bid opening date of July 2nd, 2025. The mandatory walk-thru is June 17th. The pre-ordered equipment should be delivered by the end of July.
 - The HVAC operating system was upgraded in response to an urgent trouble call at the Public Safety Building.
 - Repair work on VFD cooling fan is being scheduled for the Public Safety Building Chiller.
- Mr. Ruggiero reported on the Highway Capital Projects.
- The Pre-construction meeting for Harnick Road Bridge was held. Construction is expected to begin the end of June and is expected to last until October.
 - Day Hollow Road culvert is expected to bid this fall with construction in early summer of 2026.
 - East Spencer Road Bridge nothing new to report.
 - Glenmary Drive by Thorn Hollow Road is in preliminary design phase.
 - Straits Corners Road over Pipe Creek is under preliminary design phase.
 - Brown Rd Bridge over East Branch Owego Creek is in preliminary design phase.
 - Halsey Valley Road Culvert will be changing from a culvert to a bridge. Contracts are in process.
- MISCELLANEOUS
- None
- PERSONNEL
- None
- RESOLUTIONS
- Award Bid For Southern Portion Of West Creek Road Pavement Overlay
 - Mrs. Roberts (aye) Mr. Standinger (aye) Mr. Ciotoli (aye) Mr. Bunce (aye)
 - Recognition Of Barbara Cushman's 23 Years of Dedicated Service
 - Mrs. Roberts (aye) Mr. Standinger (aye) Mr. Ciotoli (aye) Mr. Bunce (aye)

Department of Public Works

477 State Route 96 Owego, NY 13827



☎ 607 687 0302 📠 607 687 4453 🌐 www.TiogaCountyNY.gov

Gary Hammond, P.E. Commissioner **Justin Ruggiero** Deputy Commissioner

- Authorization to Abolish One Vacant Engineering Technician Position, Create One Public Works Project Technician – Public Works
 - Mrs. Roberts (aye) Mr. Standinger (aye) Mr. Ciotoli (aye) Mr. Bunce (aye)

➤ PROCLAMATIONS

- None

➤ EXECUTIVE SESSION

- None

➤ ADJOURNMENT

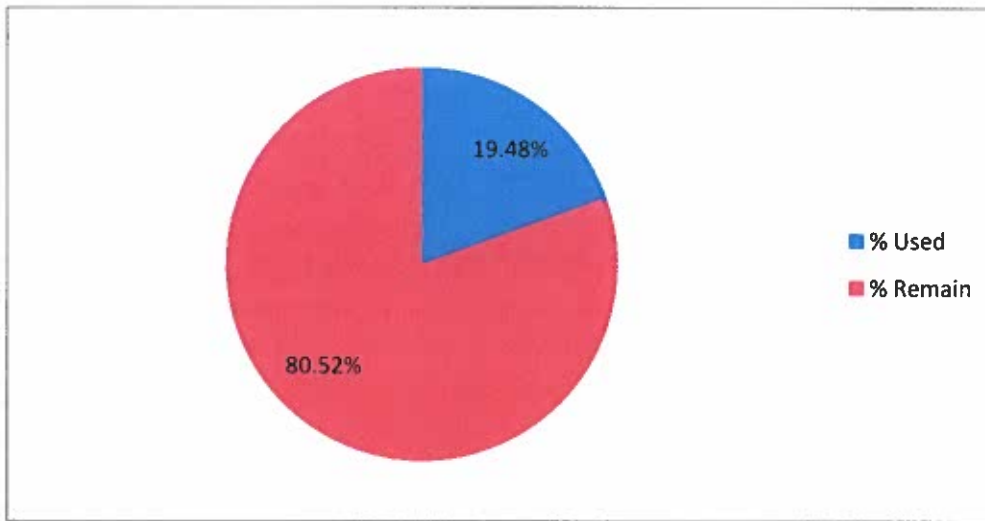
- The meeting was adjourned at 10:38 am.

Respectfully submitted,

Gary Hammond P.E.
Commissioner of Public Works

DRAFT

July 2 2025 Budget Summary



		% Used	% Remain
A1490	PW Admin	49.09%	50.91%
A1620	Building & Grounds	45.63%	54.37%
A1621	Buildings HHS	45.46%	54.54%
D5110	Maint. Roads & Bridges	46.53%	53.47%
DM5130	Road Machinery	39.53%	60.47%
H1620	Capital B&G	13.86%	86.14%
H1621	Capital HHS Building	0.00%	0.00%
H5110	Capital Roads & Bridges	2.20%	97.80%
H5130	Capital Equipment	48.59%	51.41%
	Overall	19.48%	80.52%

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -25

AWARD DESIGN SERVICES TO
MCFARLAND JOHNSON FOR
HALSEY VALLEY ROAD CULVERT PIN 9755.99

WHEREAS: Tioga County was awarded funding from NYSDOT to replace a culvert, Halsey Valley Road over Unnamed Creek PIN 9755.99, in the Town of Tioga; and

WHEREAS: The Commissioner of Public Works received a proposal for preliminary and final design services for this project from McFarland Johnson, Binghamton, NY; and

WHEREAS: The proposal for this project came in at \$248,086; therefore be it

RESOLVED: That the Tioga County Legislature approve the proposal for preliminary and final design services for Halsey Valley Road over Unnamed Creek PIN 9755.99 to McFarland Johnson not to exceed \$248,086 to be paid out of the account H51 10.540004.H2404 Non Bond Road and Bridge Project.

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -25

AWARD CONSTRUCTION INSPECTION AND
CONSTRUCTION SUPPORT SERVICES
TO DELTA ENGINEERS FOR
HARNICK ROAD BRIDGE BIN 2218720

WHEREAS: Tioga County is the recipient of funding through NYSDOT for the bridge replacement of Harnick Road over Apalachin Creek; and

WHEREAS: The Commissioner of Public Works received a proposal for construction inspection and construction support services for this project from Delta Engineers, Endwell, NY; and

WHEREAS: The proposal for these services is \$329,703; therefore be it

RESOLVED: That the Tioga County Legislature approve the proposal for the Harnick Road over Apalachin Creek Bridge BIN 2218720 for Delta Engineers not to exceed \$329,703 to be paid out of the following account:

H51 10.540004.H2102

Harnick Road over Apalachin Creek

REFERRED TO:

PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -25

AUTHORIZE APPOINTMENT OF
PUBLIC WORKS PROJECT TECHNICIAN
PUBLIC WORKS

WHEREAS: Legislative approval is required for any appointment to a Management/Confidential position within Tioga County; and

WHEREAS: Resolution No. 225-25 authorized the creation of the Public Works Project Technician; and

WHEREAS: The Commissioner of Public Works has identified a candidate who is qualified and willing to accept the appointment for said title; therefore be it

RESOLVED: That the Commissioner of Public Works is hereby authorized to provisionally appoint Jason Anderson to the title of Public Works Project Technician, pending successful completion of civil service examination requirements at an annual Management/Confidential Salary of \$44,600, effective July 16, 2025.

REFERRED TO:

PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -25

AUTHORIZE APPOINTMENT OF
SECRETARY TO COMMISSIONER OF
PUBLIC WORKS

WHEREAS: Legislative approval is required for any appointment to a Management/Confidential position within Tioga County; and

WHEREAS: The Secretary to Commissioner of Public Works position has been vacant since June 17, 2025 due to retirement; and

WHEREAS: The Commissioner of Public Works has identified a candidate who is qualified and willing to accept the appointment for said title; therefore be it

RESOLVED: That the Commissioner of Public Works is hereby authorized to appoint Tammy Hummel to the title of Secretary to Commissioner of Public Works, at an annual Management/Confidential Salary of \$42,981, effective July 16, 2025.

REFERRED TO:

PUBLIC WORKS COMMITTEE
FINANCE, LEGAL, AND SAFETY COMMITTEE

RESOLUTION NO. -25

CREATE ALLOWANCE FOR POSTLER & JAECKLE CORPORATION TO BE THE SOLE SOURCE PROVIDER OF THE CONTROL WORK FOR THE RONALD E. DOUGHERTY COUNTY OFFICE BUILDING NORTH WING HVAC UPGRADE PROJECT

WHEREAS: Construction services will be performed in the remaining portion of the Ronald E. Dougherty County Office Building which will include instrumentation and control work for the heating, cooling, and ventilation systems (HVAC); and

WHEREAS: Postler & Jaeckle Corporation (P&J) has established their own operational protocol within the control system of every building in the County that has remote HVAC access capabilities; and

WHEREAS: Both the uniformity and secure access of the HVAC controls throughout the County have been identified as an essential component within Public Works; and

WHEREAS: The contract for construction services of the building will be awarded to the contractor with the most competitive bid; therefore be it

RESOLVED: That the Tioga County Legislature create an allowance for P&J to become the sole source provider of the control work as defined in the project scope; and be it further

RESOLVED: That this allowance be distributed to all the plan holders prior to letting in the amount of \$63,000.