

# Highway, Buildings and Grounds Committee

*Minutes, January 22, 2020 Regular Meeting*

**PRESENT:** Chairman Ron Bono, Vice Chairman Alexander Stepanski  
Supervisors Fred Lawrence & William Zupan, Rocco  
DiVeronica

**ALSO:** Director of Public Facilities John Regan, Maintenance  
Supervisor David Reiss, Deputy Highway Superintendent Brad  
Newman, Highway Operations Manager Rich Durant, Assistant  
County Attorney Jeff Aumell, County Administrator Mark  
Scimone, Public Information Office Samantha Field, County  
Clerk Mike Keville, Director of Emergency Management  
Daniel DeGear, Highway Employee Will Sellers, Mike  
LaMontagne-C&S Engineers

**Call to Order:** The meeting was called to order at 2:01 p.m. in the Supervisors Large Conference Room by Chairman Ron Bono.

The minutes for the December 11, 2019 Regular Meeting and January 7, 2020 special meeting were unanimously approved on the motion of Supervisor Rocco DiVeronica and second of Vice Chairman Alexander Stepanski.

**Discussion:** Mike LaMontagne from C& S Engineers presented the Committee with an update and overview of the proposed new Highway Facility. LaMontagne said the site is at 100% design and ready for Bid. This will be put out for bid on 2/20/20.

## HIGHWAY

**Resolution:** The Committee unanimously approved a resolution authorizing the chairman to enter into an agreement with Slate Hill Constructors Inc. for McGraw Rd. Bridge on the motion of Supervisor William Zupan and second of DiVeronica.

**Resolution:** The Committee unanimously approved a resolution authorizing the chairman to enter into an agreement with D.H. Smith Co. Inc. for Green Rd. Bridge on the motion of DiVeronica and second of Stepanski.

**Discussion:** The Committee reviewed the listing of county property Equipment Trade-In. The Committee unanimously approved the listing to be presented to the A&O Committee for approval.

**Discussion:** Highway Superintendent Joe Wisinski presented the 2019 Annual Highway report and provided the Committee with an update.

**Highway Highlights:** Wisinski presented the highlights of the previous month's work by the Highway Department which is attached to and made part of.

## **BUILDINGS & GROUNDS:**

**Discussion:** Director of Facilities, John Regan and Director of Emergency Management, Dan DeGear, presented to the committee a proposal to have an engineer reconfigure the Emergency Management office space in the basement of the County Office Building. To create a more user-friendly operation and to create actual office space and not an open floor plan. Regan explained that this renovation could be tied into the COB HVAC renovation project that is currently ongoing. DeGear stated they have the funds to pay for the engineering. Consensus of the committee was to move forward with the design for the new office space.

**Budget Modification:** The Committee unanimously approved a resolution authorizing the modification of the 2020 adopted county budget for Capital Projects: COB HVAC Renovation on the motion of Stepanski and second of Zupan.

**Resolution:** The Committee unanimously approved a resolution authorizing the chairman to enter into an agreement with Schindler Elevator Corporation for county elevator maintenance and inspections on the motion of DiVeronica and second of Stepanski.

**Resolution:** The Committee unanimously approved a resolution authorizing the chairman to enter into an agreement with Cleveland Tramrail Syracuse for crane inspections on the motion of Zupan a and second of DiVeronica.

**Resolution:** The Committee unanimously approved a resolution authorizing the chairman to enter into an agreement with Myers & Co. for fire extinguisher inspections and maintenance on the motion of Stepanski and second of DiVeronica.

**Buildings & Grounds Highlights:** Director of Facilities John Regan presented the highlights of the previous month's work by the Maintenance Department & Project updates which is attached to and made part of.

**CENTRAL SERVICE:** Monthly report was reviewed.

**Discussion:** County Clerk, Mike Keville, addressed the committee to talk about in the month of March, extending the DMV operating hours to stay open until 6:30 p.m. on Wednesday only. Consensus of the committee was given.

**NEXT MEETING:** Wednesday, January 22 @ 2:00 p.m.

**PREFERRED AGENDA:** The Committee unanimously approved all resolutions except for preferred agenda on the motion of Zupan and second of DiVeronica.

**ADJOURNMENT:** The meeting was adjourned at 3:27 p.m. on the motion of Zupan and second of DiVeronica.

*Respectfully submitted February 24, 2020, by Holly R. Fleming for Chairman Ronald Bono.*