Highway, Buildings and Grounds Committee
Minutes, November 20, 2019 Regular Meeting

PRESENT: Chairman Ron Bono, Vice Chairman Alexander Stepanski
Supervisors Rocco DiVeronica, Roger Bradstreet & William Zupan

ALSO: Director of Public Facilities John Regan, Maintenance
Supervisor David Reiss, Highway Superintendent Joe Wisinski,
Deputy Highway Superintendent Brad Newman, Assistant
County Attorney Jeff Aumell, County Administrator Mark
Scimone, County Treasurer Cindy Edick

Call to Order: The meeting was called to order at 2:00 p.m. in the Supervisors
Large Conference Room by Chairman Ron Bono.

The minutes for the October 30, 2019 Regular Meeting were unanimously
approved on the motion of Vice Chairman Alexander Stepanski and second of
Supervisor William Zupan.

HIGHWAY

Discussion: Re-appointed Highway Superintendent Joe Wisinski for four-year
term. The committee reviewed Wisinski appointment and unanimously voted to
approve re-appointment and to move forward to Gov Ops Committee. There were
many positive comments made by the committee on behalf of Wisinski and the
Highway Department.

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

BUILDINGS & GROUNDS:

Resolution: The Committee unanimously approved a resolution authorizing the
chairman to enter into an agreement with Pitney Bowers for leasing a Central
Services Mail Processing Equipment on the motion of Stepanski and second of
Supervisor Rocco DiVeronica.

Discussion: Director of Facilities John Regan discussed the on-call stipend the
Maintenance Supervisor received and requested that it be increased. It has not been
increased since 2003 and the department has significantly expanded since then,
with added areas of responsibility for the maintenance staff. The committee unanimously approved to increase the on-call stipend.

**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.

**NEXT MEETING:** Wednesday, December 11, 2019 @ 2:00 p.m.

**ADJOURNMENT:** The meeting was adjourned at 2:38 p.m. on the motion of Zupan and second of Stepanski.

_Respectfully submitted December 10, 2019, by Holly R. Fleming for Chairman Ronald Bono._
Highway Highlights November 20, 2019

1. We have gone through an early Winter Snow event. No major issues were noted.

2. Crews are beginning site work at the new Morrisville shop.

3. We conducted on site training for our Administrative Project Software Pub Works.
Facilities Updates  11/20/19

Maintenance Staff:

October/November Maintenance Highlights

- Crew installed antennas/boosters at 14 polling sites for elections tables/ballet machines
- Helped B.R. Johnson with security window walls in Supervisors Office
- Installed new propane heater in the Landfill Styrofoam building
- Employee resigned in early November. Employees out sick/injured.
- Seasonal changeover of equipment was completed successfully with no problems encountered during the first snow/ice event of the year

Facilities Projects:

- Courthouse Project – Turn over to County O & M’s and As-builds drawings.
- Fire Training Classroom – Fire protection C.O. and C of O.
- M.H. / D.A. Project – started phase 2 demolition
- C.O.B. H.V.A.C. Project – Fire stopping corridor walls second floor installing piping, new duct and V.A.V. in Chambers.
- Holding Cells – Construction to start in November.
- Highway Garage -- Highway Dept. received rough grade design drawings from C&S. Completing SEQR requirements. D.E.C. SWPP Plan approved for construction. Awaiting proposals for Natural Gas from Village of Hamilton and Three phase electric from Oneida – Madison Coop
- Continuing design for the P.S.B. Water Project.
- COB Basement stairwells to start 11/23.