

AGENDA

*Highway, Buildings and Grounds
September 17, 2014, Chambers*

BUILDINGS AND GROUNDS

1. Minutes
 - a. August 20, 2014
 - b. September 9, 2014
2. Old Business
 - a. ADA audit update
 - b. Elevator modernization update
 - c. Crack sealing update
 - d. Closed loop system update
 - e. BUDGET MODIFICATION: closed loop system replacement project
 - f. WIA move to DSS – review floor plans
 - g. Review and award bid for phone system backup generation hook-up (Fortino)
 - h. RESOLUTION: Authorizing the chairman to enter into an agreement with Fortino & Son Electric
 - i. Retaining wall update – request for Highway Sign Department
 - j.
3. New Business
 - a. RESOLUTION: Authorizing the chairman to enter into an agreement with Adirondack Combustion Technologies for annual boiler service (budgeted item)
4. Other Business
 - a.

HIGHWAY

5. Old Business
 - a. Review of cost/benefit analysis for Enterprise Fleet proposal (last sheet in packet)
6. New Business
 - a. Swamp Road/Fearon Road intersection (Smithfield); traffic light and school zone
 - b. RESOLUTION: Snowmobile use agreement – Swallows Bridge Road
 - c. RESOLUTION: Snowmobile use agreement – Hardwood Island Bridge
 - d. RESOLUTION: Snow removal agreement with Oneida
 - e. Phoenix Software upgrade for fuel system
 - f. Road projects
 - g. Purchasing policy and equipment repairs
 - h. Blue Collar Contract negotiations
7. Other Business
 - a.

NEXT MEETING: 2 P.M. OCT. 15, 2014

SUPERVISORS LARGE CONFERENCE ROOM

Highway, Buildings and Grounds Committee

Minutes, Regular Meeting August 20, 2014

- PRESENT:** Chairman Ronald Bono, Vice Chairman Roger D. Bradstreet and Supervisors Alexander Stepanski, Scott Henderson and William Zupan
- ALSO:** County Administrator Mark Scimone, Building Maintenance Supervisor Kevin F. Loveless, Highway Superintendent Joseph Wisinski, Deputy Highway Superintendent Brad Newman, Highway Operations Manager Rich Durant and Central Service Supervisor Richard Spadafora

Chairman Ronald Bono called the meeting to order 2:01 p.m. in the Supervisors Chambers.

Minutes: Minutes of the special meeting August 12, 2014, were unanimously approved on the motion of Vice Chairman Roger D. Bradstreet and second of Supervisor Scott Henderson.

Closed Loop System: Building Maintenance Supervisor Kevin F. Loveless reported the pre-bid meeting for the closed loop system was held Tuesday, August 19, and that bids are to be opened at 11 a.m. Wednesday, August 27. The bid is expected to be awarded September 9 at the regular Board of Supervisors meeting, and Loveless said he wants the project underway no later than September 20.

Budget Review: Committee members reviewed the 2015 budgets for Central Service and Building Maintenance with Central Service Supervisor Richard Spadafora and Loveless, respectively.

Budget Modification – Elevator Modernization, Parking Lot Crack Sealing: The committee unanimously approved a budget modification to cover the costs of modernizing the County Office Building elevator and crack sealing the Court House/DMV parking lot on the motion of Supervisor Alexander Stepanski and second of Supervisor William Zupan.

Budget Modification – Snow Removal: The committee unanimously approved a budget modification on the motion of Zupan and second of Bradstreet to pay for snow removal services that exceeded budget earlier this year.

Sewer Grade Survey: Loveless and Deputy Highway Superintendent Brad Newman reviewed a survey of the proposed sewer area. Newman said there is only a grade differential of five feet, which means if the project is installed next year as proposed, part of the system will be gravity fed, but a lift station will be required to move effluent by force main into the system. Zupan said if a lift station is required, he prefer it be located on county property to avoid the necessity of being granted an easement from someone else; consensus of the committee was to take Zupan's recommendation.

North Court Street Bridge: Highway Superintendent Joe Wisinski reported that CSX has arranged for flaggers to be available the next day – Thursday, August 21 – while the Highway Department makes repairs to the North Court Street bridge. Wisinski said Barton & Loguidice came up with the repair plan and will report to the state Department of Transportation when they are completed to satisfaction. These repairs are expected to return the bridge to yellow flag status, allowing it to remain open until it can be replaced next year.

East Lake Road, Cazenovia, Tree Removal: Wisinski provided photos of work performed on East Lake Road, Cazenovia, which had been the subject of some discussion at the special meeting August 12. He said his certified arborist evaluated the trees at the request of the Cazenovia

Town Planning Board and the work performed was completed in accordance with his arborist's recommendations.

Operations Manager: Wisinski introduced Rich Durant, new operations manager for the Highway Department.

Executive Session: The committee unanimously voted to enter executive session at 3 p.m. for the purpose of discussions that may lead to the appointment of a particular individual on the motion of Henderson and second of Stepanski. The committee unanimously voted to exit executive session at 3:07 p.m. on the motion of Zupan and second of Stepanski.

Resolution: The committee unanimously approved a resolution setting updated reimbursement rates for county snow and ice management on the motion of Bradstreet and second of Zupan.

Resolution: The committee unanimously approved a resolution changing a position title from motor equipment operator to painter on the motion of Bradstreet and second of Henderson.

Resolution: The committee unanimously approved a resolution authorizing the chairman to enter into an agreement to perform snow and ice management for the state on the motion of Henderson and second of Stepanski.

Budget Modification: The committee unanimously approved a resolution authorizing modification of the 2014 County budget to cover paving work on the motion of Henderson and second of Stepanski.

Budget Modification: The committee unanimously approved a resolution authorizing the modification of the 2014 county budget to move \$3 million into the County Road Fund on the motion of Zupan and second of Henderson.

Bid Review – Abrasives: The committee unanimously approved all bids on abrasives (Bid No. 14.23) on the motion of Henderson and second of Bradstreet.

Budget Review: Wisinski presented the proposed Highway Department spending plan for 2015.

Motion to Adjourn: The meeting was adjourned at 3:41 p.m. on the motion of Henderson and second of Stepanski.

Next Meeting Date: September 17, 2014, Supervisors Large Conference Room.

Respectfully submitted on behalf of Chairman Ronald Bono August 22, 2014, by Martha E. Conway and approved September 17, 2014.

Highway, Buildings and Grounds Committee

Minutes, Special Meeting September 9, 2014

PRESENT: Chairman Ronald Bono, Vice Chairman Roger D. Bradstreet and Supervisors Alexander Stepanski, Scott Henderson and William Zupan

ALSO: County Administrator Mark Scimone, Building Maintenance Supervisor Kevin F. Loveless, Highway Superintendent Joseph Wisinski, Deputy Highway Superintendent Brad Newman , Highway Operations Manager Rich Durant and Central Service Supervisor Richard Spadafora

Chairman Ronald Bono called the meeting to order 1 p.m. in the Supervisors Large Conference Room.

Closed Loop System: The Committee unanimously voted to approve a resolution authorizing the chairman to enter into an agreement with Joy Process Mechanical on the motion of Supervisor Scott Henderson and second of Vice Chairman Roger D. Bradstreet.

Motion to Adjourn: The meeting was adjourned at 1:02 p.m. on the motion of Supervisor William Zupan and second of Bradstreet.

Next Meeting Date: September 17, 2014, Supervisors Large Conference Room.

Respectfully submitted on behalf of Chairman Ronald Bono Sept. 17, 2014, by Martha E. Conway and approved September 17, 2014.

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2014 ADOPTED COUNTY BUDGET

NOW, THEREFORE, BE IT RESOLVED that the 2014 Adopted County budget be modified as follows:

General Fund

1620 County Buildings

Expense

A1620.2912 Pipe Replacement

From

To

\$-0-

\$31,330

1990 Contingent Fund

Expense

A1990.4444 Contingent Fund

272,999

241,669

Control Totals

\$272,999

\$272,999

Dated: October 14, 2014

Ron Bono, Chairman
Highway, Buildings and Grounds
Committee

John A. Reinhardt, Chairman
Finance, Ways and Means Committee

LaBella Associates, DPC

MADISON COUNTY COURT ROOM STUDY (DSS Building Only)
ARCHITECT'S COST OPINION

PROJECT #214616

August 25, 2014

Construction Cost Categories

Main Floor	Area SF.	Cost per SF.	Total Cost
Construction Level - Low	3134	\$40	\$125,360
Construction Level - Medium	2097	\$100	\$209,700
Construction Level - High	5659	\$165	\$933,735
Total SF	10890		
Sub-Total Cost			\$1,268,795
Design Contingency @ 10%			\$126,880
Construction Contingency @ 10%			\$126,880
Material and Labor Escalation @ 3%			\$38,064
Total Cost			\$1,560,618
Soft Cost @ 15%			\$234,093
Soft Cost Contingency @ 5%			\$78,031
Soft Cost Total			\$312,124
Project Total Cost			\$1,872,741

Concept Budget Cost: \$1,600,000 to \$2,000,000

Unknown or not included costs at this time:

- 1) Office furniture
- 2) Hazardous material investigation and removal is not included
- 3) Installation of new or relocation of existing cubicles
- 4) Moving, furniture set up costs

Quote Results Sheet

Vendor	Price
Palmer Electric Inc.	\$14,500.00
Knapp Electric Inc	\$15,500.00
Fortino & Son Electric, inc	\$10,750.00
Eppy Electric	\$11,640.00
Patricia Electric	\$13,975.00

RESOLUTION NO. _____

AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH FORTINO & SON ELECTRIC, INC., FOR TELEPHONE GENERATOR HOOKUP

WHEREAS, the County is replacing its outdated telephone system; and

WHEREAS, the County desires the continuance of the highest quality service to the public possible, even during any potential power outage; and

WHEREAS, the Purchasing Office advertised and received bids to connect the County telephone system with backup generation sources; and

WHEREAS, Fortino & Son Electric, Inc., will perform the work required by the specifications published in the bid documents for the amount of \$10,750.00 and has been determined to have provided the lowest responsible quote; and

WHEREAS, the County Buildings and Grounds Committee have reviewed and approved the bids; and

NOW, THEREFORE BE IT RESOLVED, that the Madison County Board of Supervisors Chairman be and hereby is authorized to execute such documents as may be necessary to enter into an agreement with Fortino & Son Electric for the completion of connecting the County telephone system to backup generation sources, the details of which are attached as Schedule A to the contract on file with the Clerk of the Board.

DATED: October 14, 2014

Ronald Bono, Chairman
County Buildings and Grounds Committee

RESOLUTION NO. _____

AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH ADIRONDACK COMBUSTION TECHNOLOGIES, INC., FOR BOILER SERVICE

WHEREAS, the County Buildings Department maintains boilers in the County Office Building, Veterans Memorial Building, Social Services Building and Public Safety Building; and

WHEREAS, the County Buildings Department strives to preserve the integrity of mechanicals to extend projected lifespan; and

WHEREAS, the performance of professional periodic maintenance on the County's Patterson Kelley boilers will help achieve that objective; and

WHEREAS, the Purchasing Office solicited and received quotes for boiler service; and

WHEREAS, Adirondack Combustion Technologies, Inc., will perform the work required by the specifications provided by the County for the amount of \$2,193.00 (County Office Building - \$856.00, Veterans Memorial Building - \$520.00, Social Services Building - \$520.00 and Public Safety Building - \$297.00) and has been determined to have provided the lowest quote; and

WHEREAS, the County Buildings and Grounds Committee have reviewed and approved the bids; and

NOW, THEREFORE BE IT RESOLVED, that the Madison County Board of Supervisors Chairman be and hereby is authorized to execute such documents as may be necessary to enter into an agreement with Adirondack Combustion Technologies, Inc., for the completion of connecting the County telephone system to backup generation sources, the details of which are attached as Schedule A to the contract on file with the Clerk of the Board.

DATED: October 14, 2014

Ronald Bono, Chairman
County Buildings and Grounds Committee