

PUBLIC WORKS COMMITTEE AGENDA

August 7, 2017

11:00 am

Legislative Chambers

Public Works Committee:

Dan Banach (Chair), Jim Multer (Vice Chair)
Elden Morrison, Earle Gleason, Terry Button

I. MEETING MINUTES & MONTHLY AUDIT

- Public Comment
- Approve minutes of July 3, 2017 meeting
- Dan Banach and Terry Button will sign the audit

II. YCOS - Howard Davis

III. HOUSEHOLD HAZARDOUS WASTE - Connie Hayes

IV. HIGHWAY DEPARTMENT - Dave Hartman

ROAD FUND

- **D3310 – Traffic**
- **D5010 – Administration**
 - Road maps
- **D5110 – Maintenance Roads & Bridges**
- **D5112 – Capital Roads**
- **D5120 – Bridges & Culverts**
- **D5142 – Snow Removal**

ROAD MACHINERY FUND

V. BUILDINGS & GROUNDS - Joe Reed

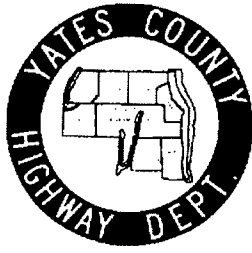
New Business

- Weights & Measures – report attached
- Safety Committee
- Goals - attached

Updates on Miscellaneous Items

- Solar
- Building Maintenance Helper
- Inspections
- Old CH


VI. EXECUTIVE SESSION - if needed



Yates County Highway Department
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Penn Yan, NY 14527
Phone: 315-531-3200
Fax: 315-531-3201
David Hartman, Superintendent

MEMORANDUM

To: YC Legislature Public Works Committee

From: Dave Hartman 

Date: 8/2/17

Re: Map Info

- In 2002 we purchased 3,500 maps from MapWorks, Inc. (Roch. or Buffalo) for \$5,991 = avg. \$1.71 each. The Legislature expressed their desire to keep our map as a road map and not a "tourist" type map.
- Of the 3,500 bought, approx. probably 98% were folded, some were laminated and some were unfolded flat. I do not have the breakdown of costs for folded vs. flat vs. laminated
- We sell them for \$3.00 each at Highway and at the County Clerk's office.
- We have approx. 175 remaining so we have gone through about 3325 divided by 15 years = 221 per year avg.
- With the more popular use of, GPS, smart phones/google maps, etc. the number of requests for maps has surely dropped off but there are still some requests and we use them to provide contractors with marked up roads to pave, weed spray, surface treat, crack seal etc.
- Wayne Co. recently bought 4,000 maps from The Map Source (Webster) for \$4,970 (\$1.24 ea.)
- There are some known name changes/corrections to be made to the current maps. There could be more changes needed but this won't be known until all Towns, Villages, etc. are solicited for information related to new roads, abandoned roads, etc. and they provide documentation as to the nature of the requested change.
- Our current map is basic but does show boat launches, airports, golf courses, town offices, and the wineries that were know in 2002. With all the new wineries and craft breweries now, those too would need to be updated /added if decided to do so.
- I budgeted \$2,000 for new maps in 2018. This will get us enough to likely last for the next 10-15 years. I recommend that we get new maps.

HIGHWAY DEPARTMENT MONTHLY REPORT

July 1 – July 31, 2017

ADMINISTRATION/PERSONNEL

- Bridges: Loomis Rd. and Valley View (project admin.)
- Budget 2018
- Personnel appraisals

TRAFFIC

- Pre-Emption, Bellona Station, Lovejoy and Earls Hill were striped on June 28.

CAPITAL

- Bath Rd. – paving, driveway match-ins, shoulders completed
- Six Corners Rd. - paving, driveway match-ins, shoulders completed
- Lakemont Himrod Rd. – paving, driveway match-ins, shoulders completed

➤ MAINTENANCE

- Deer carcasses (5) were picked up by YCHD staff
- Low shoulder in-fills done on Chubb Hollow and Dundee-Starkey Rds.
- Road side mowing continued
- Shim paving with grader on Second Milo Rd. between Rte. 14A – Chubb Hollow.

BRIDGES & CULVERTS

- Loomis Rd. – Preliminary design for BRIDGE NY project is in progress,
- Valley View – shop drawings from Western Wood Structures, Inc. submitted, review in progress. Delivery is 8-10 weeks from approval. Completion in full (membrane on and paved) by end of paving season may be in jeopardy.
- Culvert replacement for 2018 Capital projects continued on Leach Rd.

ROAD MACHINERY

- 2008 Ford pickup sold for \$6,700

PUBLIC WORKS COMMITTEE MEETING
8-7-2017

NEW AGENDA ITEMS

- 1- **Weights and Measures:** See attached report from Cliff Boyce.
- 2- **Safety Committee:** Continue discussion from July. Answers to a couple question from July,
 - A) How many square feet are available in the Courthouse and how does that compare to DSS?
Third floor CH is 6,488 SF and DSS is using 17,089 SF in the COB.
 - B) What would be the cost for a private security guard? I was able to get an estimate of \$23 to \$25 per hour for a private security guard unarmed.
- 3- **Goals:** Please see the attached.

UPDATES ON MISC. ITEMS

- 1- **Solar:** County Attorney reviewed option of a LDC and says that it is not an option. He will update the committee with more details at another time.
- 2- **Building Maintenance Helper:** New employee starts 8-14.
- 3- **Inspections:** The FM-200 systems and sprinkler system where tested and inspected.
- 4- **Old CH:** Painting of the columns was completed.

Goals for 2017 / 2018
Joseph Reed
Building Maintenance Supervisor

- A. Ensure Employee efficiency (Continuous Improvement)
- Will complete all buildings and grounds employees' evaluations in a timely manner.
 - Use these evaluations to enhance performance and discuss any areas that need improvement.
 - Work to improve cross training of the staff.
- B. Improve efficiency of operations. (Fiscal Responsibility)
- Will ensure that all building systems are inspected and maintained to the appropriate New York State Building Codes. To be completed as the code requires.
 - Have all night lights in the COB converted to LED by June 2018.
 - Assist other departments in reconfiguring their operations.
 - Update PSB Admin by June 2018.
 - 2nd floor County Office building, work to replace carpets in DSS hallways by March 2018.
 - Identify and prioritize capital building maintenance projects as part of the capital improvement plan. Complete in spring 2018.
 - Work to automate Preventative Maintenance Schedule notifications. Complete by July 2018.
- C. Address safety of the public and employees (Teamwork)
- Work with other agencies on preparedness for natural disasters.
 - Work to keep the County's Safety programs up to current standards.
 - Perform fire drills at COB 2 times per year.
 - Continue to have four Safety Committee meetings per year.
- D. Perform department's operations in the most cost efficient manner. (Accountability)
- Examine new techniques and different options for equipment as they are available.
 - Monitor cost on a monthly basis.

Yates County Weights & Measures Department Monthly Report

| Last Inspection | Company | Establishment | Device | Q | # Cor | Inc. (+) | Inc. (-) | Inc. Other | Inc. Vis | # of Visits | Device Type |
|-----------------|----------------------------------|-----------------|----------------|---|-------|----------|----------|------------|----------|-------------|------------------------------------|
| 7/6/2017 | Bedient U-Pick Blueberries | Farm/Produce | Comp.Scale | 1 | 1 | | | | | 2 | Torrey,PC-40LX,40x0.01 |
| 7/6/2017 | Benton Valley Orchards | Farm/Produce | Pre-Pack Scale | 1 | 1 | | | | | 1 | Toledo,8425,30x0.01 |
| 7/6/2017 | Burkholder Bulk Foods | Food Store/Deli | Pre-Pack Scale | 1 | 1 | | | | | 1 | Digi,SM-90,0-15x0.005,15-30x0.01 |
| 7/6/2017 | Dutch Kuntry Store | Food Store/Deli | Comp.Scale | 1 | 1 | | | 1 | 1 | 2 | Hobart,SP1500,30x0.01 (17-1046706) |
| 7/6/2017 | Horning's Greenhouse | Farm/Produce | Comp.Scale | 1 | 1 | | | | 1 | 1 | CAS,S2000Jr,0-30x0.01,30-60x0.02 |
| 7/6/2017 | Keuka Trail Farm Market | other-propane | Platform Scale | 1 | 1 | | | | | 1 | Fairbanks 1124, 100x0.5 beam |
| 7/6/2017 | Keuka Trail Farm Market | other-propane | Weights-other | 2 | 2 | | | | | x | 100, 200 |
| 7/6/2017 | Keuka Trail Farm Market | Farm/Produce | Comp.Scale | 1 | 1 | | | | | 1 | CAS,ER-JR,0-15x0.005,15-30x0.01 |
| 7/6/2017 | Locust Grove Produce | Farm/Produce | Comp.Scale | 1 | 1 | | | | 1 | 1 | Globe,GS130,30x0.01 |
| 7/6/2017 | My Little Farm | Farm/Produce | Comp.Scale | 1 | 1 | | | | 1 | 1 | Torry,L-PC-40L,40x0.01 |
| 7/6/2017 | Rollin Ranch Bulk Foods | Food Store/Deli | Comp.Scale | 1 | 1 | | | | 1 | 1 | Tec,SL-9000N,0-15x0.005,15-30x0.01 |
| 7/6/2017 | Sauder's Farm Market | Farm/Produce | Customer Scale | 1 | 1 | | | | 1 | 1 | Cabelas,44lbx2oz |
| 7/6/2017 | Sauder's Farm Market | Farm/Produce | Misc.Scale | 1 | 1 | | | | 1 | x | Chatillon,027/A,20x0.5oz |
| 7/6/2017 | Sauder's Farm Market | Hardware | Platform Scale | 1 | 1 | | | | | x | Fairbanks,100x0.5lb beam |
| 7/6/2017 | Sauder's Farm Market | Hardware | Weights-other | 2 | 2 | | | | | x | 100,200 |
| 7/6/2017 | Save-A-Lot #24946 | Supermarket | Pre-Pack Scale | 1 | 1 | | | | | 1 | Hobart,SP1500P,30x0.01 |
| 7/6/2017 | Save-A-Lot #24946 | Supermarket | Pre-Pack Scale | 1 | 1 | | | 1 | 1 | x | Torrey,L-PC-40L,40x0.01 |
| 7/6/2017 | Wager's U-Pick Cherries | Farm/Produce | Platform Scale | 1 | 1 | | | | 1 | 1 | Forysth Platform, 0-100x1.0 |
| 7/6/2017 | Windy Acres Farm Market | Farm/Produce | Comp.Scale | 1 | 1 | | | | | 1 | TEC, SL-2200,30x0.01 |
| 7/10/2017 | Basin Park Marina | Marina | Petr.Pumps | 1 | 1 | | | | 1 | 1 | 91 octane/non-ethanol |
| 7/10/2017 | East Bluff Harbour Marina | Marina | Petr.Pumps | 2 | 2 | | | | 1 | 1 | 91 octane/non-ethanol |
| 7/10/2017 | East Bluff Harbour Marina | Marina | Lin.Meas.Dev. | 1 | 1 | | | | | x | Hykon,220,rope meter |
| 7/10/2017 | North End Marina | Marina | Petr.Pumps | 1 | 1 | | | | | 1 | 91 ethanol non-ethanol |
| 7/10/2017 | Serendipity U-Pick Blueberries | Farm/Produce | Comp.Scale | 1 | 1 | | | | | 1 | Computing Scale,66x0.005 |
| 7/14/2017 | Eugene & Lucinda Newswanger | Farm/Produce | Milk Tank | 1 | 1 | | | | | 1 | Milk Tank Calibration |
| 7/14/2017 | Jonas & Norma Zimmerman | Farm/Produce | Milk Tank | 1 | 1 | | | | | 1 | Milk Tank Calibration |
| 7/17/2017 | Glenn Horst | Farm/Produce | Milk Tank | 1 | 1 | | | | | 1 | Milk Tank Recheck |
| 7/17/2017 | Marlin Zimmerman | Farm/Produce | Milk Tank | 1 | 1 | | | | | 1 | Milk Tank Recheck, new pound chart |
| 7/17/2017 | Alvin Martin | Farm/Produce | Milk Tank | 1 | 1 | | | | | 1 | Milk Tank Recheck, new pound chart |
| 7/17/2017 | Mervin Zeiset Jr. | Farm/Produce | Milk Tank | 1 | 1 | | | | | 1 | Milk Tank Recheck |
| 7/17/2017 | Jonas Zimmerman | Farm/Produce | Milk Tank | 1 | 1 | | | | | 1 | Milk Tank Recheck |
| 7/18/2017 | Kurvin Burkholder | Farm/Produce | Milk Tank | 1 | 1 | | | | | 1 | Milk Tank Recheck |
| 7/18/2017 | Jonas Hoover | Farm/Produce | Milk Tank | 1 | 1 | | | | | 1 | Milk Tank Recheck |
| 7/18/2017 | Melvin Hoover | Farm/Produce | Milk Tank | 1 | 1 | | | | | 1 | Milk Tank Recheck |
| 7/18/2017 | Sam Hoover | Farm/Produce | Milk Tank | 1 | 1 | | | | | 1 | Milk Tank Recheck |
| 7/31/2017 | Earl Hoover's U-Pick Blueberries | Farm/Produce | Platform Scale | 1 | 1 | | | | 1 | 1 | AND FV-150K,300x0.1 |
| 7/31/2017 | Hoover Farm Shop | Hardware | Platform Scale | 1 | 1 | | | | | 1 | Pelouze,4010-88,150x0.02 |
| 7/31/2017 | Knapp & Schlappi - Penn Yan | Hardware | Comp.Scale | 1 | 1 | | | | 1 | 1 | Torrey,L-PC-40L,40x0.01 |
| 7/31/2017 | Knapp & Schlappi - Penn Yan | Hardware | Comp.Scale | 1 | 1 | | | | | x | MettlerToledo,8433,30x0.01 |
| 7/31/2017 | Knapp & Schlappi - Penn Yan | Hardware | Lin.Meas.Dev. | 1 | 1 | | | | | x | Olympic,1430,cordage meter |

| 7/31/2017 | Knapp & Schlappi - Penn Yan | other-propane | Platform Scale | 1 | 1 | | | | | 1 | Fairbanks, 1124, platform |
|-----------|-------------------------------|-----------------|----------------|----|----|---|---|---|----|----|---|
| 7/31/2017 | Knapp & Schlappi - Penn Yan | other-propane | Weights-other | 3 | 3 | | | | | x | 100,200,200 |
| 7/31/2017 | Morgan Marine | Marina | Petr.Pumps | 2 | 2 | | | 2 | | 1 | (2) 91 octane/non-ethanol |
| 7/31/2017 | Morgan Marine | Marina | Lin.Meas.Dev. | 1 | 1 | | | | | x | rope meter |
| 7/31/2017 | Seneca Lake Fire & Automotive | other-propane | Platform Scale | 0 | 0 | | | | | 4 | Fairbanks, 1124, 100x0.5lb beam |
| 7/31/2017 | Seneca Lake Fire & Automotive | other-propane | Weights-other | 0 | 0 | | | | | * | 100,200 |
| 7/31/2017 | Suburban Propane / Inergy | other-propane | Platform Scale | 1 | 1 | | | | | 1 | Cardinal-Detecto, 854F 100P, 100x0.5lb beam |
| 7/31/2017 | Suburban Propane / Inergy | other-propane | Weights-other | 2 | 2 | | | | | x | 100,100 |
| 7/31/2017 | Suburban Propane / Inergy | Fuel Oil Dealer | Petr.Pumps | 1 | 1 | | | | | 1 | diesel |
| 7/31/2017 | The Olney Place | Marina | Petr.Pumps | 1 | 1 | | | | | 1 | 91 octane/non-ethanol |
| 7/31/2017 | The Olney Place | Food Store/Deli | Comp. Scale | 1 | 1 | | | | | 1 | Detecto, C-30-B, 30x0.01 |
| | | | | 56 | 55 | 0 | 0 | 1 | 13 | 41 | |

YTD Tests Completed (712 total devices in Yates County)

Actual: 398
Target: 411

Mid-Year Report (+ 1 month); on schedule for 2017, currently finishing up summer seasonal businesses, device count up 40 compared to same time last year, plan is to start mid-cap scales (5k-10k) around week 3-August, have 2 more retail fuel stations to test, followed by manufacturing, fuel oil trucks, fall seasonal, and ending with non-commercial scales. While not mandated by NYS W&M I'm also planning on conducting package testing to close out the year as time allows. Should anyone have questions at any time please do not hesitate to contact me. (607)-483-5413, Thanks, Cliff Boyce (Yates County W&M)