

**Facilities and Infrastructure Committee**  
 Regular Meeting Minutes – Approved 9-12-17  
 Tuesday, August 8, 2017 3:00 PM  
 Legislature Chambers

**Attendance**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
David McKenna	Chair	Present	
Glenn Morey	Vice Chair	Present	
Michael Sigler	Member	Late	3:21 PM
Daniel Klein	Member	Excused	
Peter Stein	Member	Present	
Katrina McCloy	Deputy Clerk	Present	
Joe Mareane	County Administrator	Present	
Jonathan Wood	Tompkins County Attorney	Present	
Michael Hall	Airport Manager	Present	
Greg Potter	Director of ITS	Present	
Leo Riley	Asst. Director Recycling & Materials Management	Present	
Geoff Dunn	Communications/Adm. Coord, Recycling & Materials	Present	
Jeff Smith	Highway Director	Present	
Josh Nally	Deputy Director of Airport Operations/ARFF Chief	Present	
Arel LeMaro	Facilities Director	Present	
Kevin McGuire	Executive Assistant to the County Administrator	Present	

**Call to Order**

Mr. McKenna, Chair, called the meeting to order at 3:03 p.m.

**Changes to the Agenda**

There were no changes to the agenda.

**Comments from the Public**

There were no members of the public present.

**Minutes Approval**

July 11, 2017

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Glenn Morey, Vice Chair
<b>SECONDER:</b>	Peter Stein, Member
<b>AYES:</b>	McKenna, Morey, Stein
<b>EXCUSED:</b>	Sigler, Klein

**Recycling and Materials Management Department**

**Resolution No. - Award of Bid - Collection of Recyclable Materials - Department of Recycling and Materials Management (ID #7204)**

<b>RESULT:</b>	<b>RECOMMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Glenn Morey, Vice Chair
<b>SECONDER:</b>	Peter Stein, Member
<b>AYES:</b>	McKenna, Morey, Stein
<b>EXCUSED:</b>	Sigler, Klein

WHEREAS, the Department of Finance - Division of Purchasing has duly advertised for a multi-year Request for Bids for the collection of recyclable material for the Tompkins County Department of Recycling and Materials Management, and

WHEREAS, one (1) bid for the collection of recyclable material was received and publicly opened on June 30, 2017, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the contract for Collection of Recyclable Material for Tompkins County be awarded to Casella Waste Systems of N.Y., Inc., of Newfield, New York, being the lowest responsible bidder with a base bid of \$1,490,000 annually for a ten (10) year term,

RESOLVED, further, That the funds are available in the Department of Recycling and Material Management's budget, account 8164.54442,

RESOLVED, further, That the County Contract Administrator be and hereby is authorized to execute this contract.

**SEQR ACTION:** TYPE II-20

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**Airport**

**Resolution No. - Award of Contract - Pavement Maintenance and Painting - Ithaca Tompkins Regional Airport (ID #7201)**

<b>RESULT:</b>	<b>RECOMMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Peter Stein, Member
<b>SECONDER:</b>	Glenn Morey, Vice Chair
<b>AYES:</b>	McKenna, Morey, Stein
<b>EXCUSED:</b>	Sigler, Klein

WHEREAS, the Finance Department advertised for Bids for a three-year contract, with an option to renew for two additional years, to provide Airfield Pavement Maintenance and Painting Services at the Ithaca Tompkins Regional Airport, and

WHEREAS, one bid was received from Hi-Lite Airfield Services, LLC, located in Watertown, New York, and

WHEREAS, Hi-Lite Airfield Services, LLC, will perform an Airfield assessment each year to determine the areas that need to be repainted, and

WHEREAS, the Airport does not anticipate spending more than \$40,000 annually for the services provided by Hi-Lite Airfield Services, LLC, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the contract be awarded to Hi-Lite Airfield Services, LLC, of Watertown, New York, and that the County Administrator be authorized to sign a three-year contract commencing on August 16, 2017, and expiring on August 15, 2020, with the option to sign an additional two-year contract, expiring August 15, 2022.

**SEQR ACTION:** TYPE II-20

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**Highway Department**

**Resolution No. - Authorization to Execute Funding Agreement with New York State Department of Transportation (NYSDOT) – CR 109, Hanshaw Road Reconstruction, PIN 3753.25, Towns of Ithaca and Dryden (ID #7211)**

<b>RESULT:</b>	<b>RECOMMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Glenn Morey, Vice Chair
<b>SECONDER:</b>	Peter Stein, Member
<b>AYES:</b>	McKenna, Morey, Stein
<b>EXCUSED:</b>	Sigler, Klein

WHEREAS, a Project for the reconstruction of Hanshaw Road in the Town of Ithaca between Pleasant Grove Road and Sapsucker Woods Road, P.I.N. 3753.25, (the Project), is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs of such program to be borne at the ratio of 80% federal funds and 20% non-federal funds, and

WHEREAS, Resolutions No. 9 adopted on January 18, 2005, and No. 153 adopted September 17, 2013, approved the Project and authorized execution of agreements with the New York State Department of Transportation (NYSDOT) regarding administration and funding, and

WHEREAS, project litigation, challenges to acquisition of right-of-way, funding unavailability, design changes, and other factors caused cost overruns in design and right-of-way phases which could not be reimbursed despite offsetting savings in the construction phase, and

WHEREAS, the NYSDOT requires for locally administered projects that the County appropriate one hundred (100%) percent of the project costs and then file for reimbursement of eligible costs, and

WHEREAS, the County of Tompkins desires to advance the above project by making a commitment of 100% of the non-federal share of the costs of Design, Right-of-Way Incidentals and Acquisition, and Construction phases, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the Tompkins County Legislature hereby approves the above-subject project and authorizes the County of

Tompkins to pay in the first instance one hundred (100%) percent of the federal and non-federal share of the cost of Design, Right-of-Way Incidentals and Acquisition, and Construction phases work for the Project or portions thereof,

RESOLVED, further, That the sum of \$510,530 is hereby made available within account HZ5103.59239.53.10, Hanshaw Capital Project Account, to cover the cost of participation in the above phases of the Project,

RESOLVED, further, That in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the County Legislature shall convene as soon as possible to appropriate said excess amount immediately upon the notification from the NYSDOT thereof,

RESOLVED, further, That the Tompkins County Highway Director be and is hereby authorized to execute all necessary Agreements, certifications, and reimbursement requests for Federal Aid on behalf of the County of Tompkins with the NYSDOT in connection with the advancement or approval of the Project, the administration of the Project, the municipality's first-instance funding of Project costs, permanent funding of the local share of federal-aid and state-aid-eligible Project costs, and all Project costs within appropriations therefor that are not so eligible,

RESOLVED, further, That a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project,

RESOLVED, further, That this resolution shall take effect immediately.  
**SEQR ACTION:** Unlisted, Negative Declaration issued (No further action required)

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Capital Payment Summary Report (ID #7210)

Mr. Sigler arrived at this time.

<b>RESULT:</b>	<b>COMPLETED</b>
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County Administration

**Resolution No. - Authorization to Enter into a Five-Year Lease Agreement with Irish, LLC, for the Tompkins County Human Rights Commission (ID #7191)**

<b>RESULT:</b>	<b>RECOMMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Glenn Morey, Vice Chair
<b>SECONDER:</b>	Peter Stein, Member
<b>AYES:</b>	McKenna, Morey, Sigler, Stein
<b>EXCUSED:</b>	Klein

WHEREAS, for the past twenty years, the Tompkins County Human Rights Office and Commission has occupied approximately 1,600 square feet of leased space at 120 West State Street in the

City of Ithaca, and

WHEREAS, the most recent five-year lease agreement for that space expires on August 31, 2017,  
and

WHEREAS, the Department of Administration has negotiated a five-year extension of that lease  
that includes a one-year early termination clause, a 2% annual rent escalator, and the installation of a  
handicapped accessible entrance door by the building owner, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the County  
Administrator, or his designee, be and hereby is authorized to finalize negotiations and sign a lease  
agreement with the landlord, Irish LLC, of Trumansburg, NY, for the period of September 1, 2017,  
through August 31, 2022.

**SEQR ACTION:** TYPE II-20

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**Resolution No. - Budget Adjustment and Appropriation of Unspent Funds from 2016 and Prior  
Years to Various Accounts of the Departments that Report to the Facilities and  
Infrastructure Committee (ID #7202)**

<b>RESULT:</b>	<b>RECOMMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Sigler, Member
<b>SECONDER:</b>	Peter Stein, Member
<b>AYES:</b>	McKenna, Morey, Sigler, Stein
<b>EXCUSED:</b>	Klein

WHEREAS, Section 4.06 of Tompkins County Fiscal Policy on “Re-appropriation (Carryover or  
Rollover)” authorizes County Department Heads to “request re-appropriation of unspent funds from the  
previous year, provided that they are certified by the Director of Finance to be available and provided that  
this re-appropriation is authorized by the established appropriation procedures of the Legislature,” and

WHEREAS, various departments have been certified by the Director of Finance to have available  
unspent appropriations and excess revenues from 2016 totaling \$698,168, which, combined with balances  
from prior years, results in an available rollover balance of \$1,135,477 on the County’s books as of  
December 31, 2016, and

WHEREAS, pursuant to County Fiscal Policy, surplus funds have been requested for use by  
departments that report to the Facilities and Infrastructure Committee in the amount of \$9,748 in the  
current year budget, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure and the Budget, Capital, and  
Personnel Committees, That the following transactions are approved:

**BUDGET APPROPRIATION:**

<b>FROM:</b>	General Fund Balance	\$9,748.00
<b>TO:</b>		<u>Requested</u>

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<u>Dept.</u>	<u>Use of Funds</u>	<u>Account</u>	<u>Rollover</u>
	<b>Facilities Division</b>		
	Snow removal equipment	1620.52220	\$2,748.00
	<b>Weights and Measures</b>		
	To be used to purchase a vehicle	3630.52231	\$7,000.00

**SEQR ACTION:** TYPE II-20

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**Resolution No. - Rescind Resolution 2017-97 and Making a Negative Determination of Environmental Significance in Relation to Resolution No. \_\_ of 2017, Approving the Acquisition and Improvement of Property Commonly Known As the Tompkins Trust Company Building Located at 106-112 North Tioga (ID #7206)**

<b>RESULT:</b>	<b>RECOMMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Sigler, Member
<b>SECONDER:</b>	Peter Stein, Member
<b>AYES:</b>	McKenna, Morey, Sigler, Stein
<b>EXCUSED:</b>	Klein

WHEREAS, Resolution No. \_\_\_ of 2017 would approve the purchase and improvement of property located at 106-112 North Tioga Street, commonly known as the Tompkins Trust Company Building, for use by the History Center and other complementary not-for-profit agencies, and

WHEREAS, while the project consists of the rehabilitation of an existing structure and comports with a SEQR Type II-2 classification, a Long Form Environmental Assessment Form was completed to ensure a thorough and diligent review of potential environmental impacts, and

WHEREAS, the Tompkins County Legislature has reviewed and accepted as adequate a Long Environmental Assessment Form, which finds no significant impacts associated with the Action, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure and the Budget, Capital, and Personnel Committees, That Resolution No. 2017-97 be rescinded,

RESOLVED, further, That Resolution No. \_\_ of 2017 is a Type I Action,

RESOLVED, further, That the Tompkins County Legislature hereby determines that the acquisition of property at 106-112 North Tioga Street for use by the History Center and other agencies will not have a significant negative impact on the environment, requiring no further environmental review,

RESOLVED, further, That the Tompkins County Legislature hereby issues a “Negative Declaration of Environmental Significance” in accordance with SEQR for Resolution No. \_\_ of 2017.

**SEQR ACTION:** Type I  
 (Long Environmental Assessment Form on filed with the Clerk of the Legislature)

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**Resolution No. - Rescind Resolution 2017-98 and Authorize Acquisition and Improvement of the Tompkins Trust Building at 106-112 North Tioga Street on the Ithaca Commons to Serve as the Home for the History Center and Other Complementary Organizations and Amend 2017-2021 Capital Improvement Program to Incorporate the Tompkins Trust Building Acquisition and Improvement Project (ID #7208)**

<b>RESULT:</b>	<b>RECOMMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Sigler, Member
<b>SECONDER:</b>	Peter Stein, Member
<b>AYES:</b>	McKenna, Morey, Sigler, Stein
<b>EXCUSED:</b>	Klein

WHEREAS, Tompkins County is a long and steadfast supporter of the History Center (“Center”), which serves as the community’s museum of local history and the repository of historic materials and artifacts, and

WHEREAS, the County’s commitment to the History Center is reflected in a long-standing County annual appropriation to support the Center’s costs of occupancy, and

WHEREAS, the History Center’s 25-year lease of space in The Gateway Building will expire at the end of 2018, and the Center needs to relocate as a means to contain its cost of occupancy and increase its visibility, impact, and accessibility to the public, and

WHEREAS, as the traditional underwriter of the Center’s occupancy costs, and beneficiary of its ability to educate residents and attract tourists, the County has a direct fiscal and programmatic interest in identifying a suitable location for the Center, and

WHEREAS, as a part of its consideration of new locations, the History Center put forward and has continued to develop a plan to locate several complementary not-for-profit organizations into a common location, which it has called a “Heritage Education Center”, where residents and visitors can learn about and explore our unique community, and

WHEREAS, several local agencies have expressed strong interest in such a co-location plan, including the Historic Ithaca Library, the Convention and Visitor’s Bureau’s Visitor Center, the Community Arts Partnership, the Wharton Studio Museum, the Dorothy Cotton Institute, the Discovery Trail, the Sustainability Center, and the Ithaca Aviation Heritage Foundation, and

WHEREAS, because of the size, character, and location of the Tompkins Trust Building (the “Building”) located at 106-112 North Tioga Street, and in light of the fact that the Building will be vacated in 2018 when the Trust Company relocates to a new downtown facility, the Building was identified as a preferred location by the History Center and other heritage education center participants, and

WHEREAS, Tompkins Trust has expressed a willingness to sell the building to the County at a cost of \$2,000,000, subject to final approval by its Board of Directors, and has worked in good faith with

the History Center and the County to allow both to undertake necessary due diligence, and

WHEREAS, by Resolution 2016-232, this Legislature authorized the County Administrator to explore the acquisition and re-use of the Building and, as a part of that exploration, to undertake an engineering assessment of the Building's structural and mechanical systems and any code-related improvements that may be required to accommodate re-use of the Building, and

WHEREAS, the engineering assessment of the Building identified approximately \$900,000 in improvements needed to make the Building code-compliant and ready for tenant renovations, and

WHEREAS, to help offset these costs, the County has received a \$450,000 pledge from the leaders of the History Center/Heritage Education Center's capital fundraising campaign and has also received assurances from the Strategic Tourism Planning Board that the project qualifies, and will be considered for, a \$100,000 capital grant that would, together, reduce the County's net cost to acquire and improve the building to \$2,350,000, and

WHEREAS, it is understood that all costs of interior renovations, tenant improvements, and exhibits shall be borne by the tenants of the building, and that future structural repairs and maintenance shall be the responsibility of the County, and

WHEREAS, to support the costs of interior renovations, improvements, and exhibits, the History Center and other prospective tenants of the Building are collaborating to raise capital funds through a local fundraising campaign and are also working with the Downtown Ithaca Alliance to prepare an application for a \$2.5 million grant from New York State, and

WHEREAS, the projected cost to operate and maintain the building, and to generate a two percent return on the County's investment in the building, can be fully recovered through competitive rents charged to the occupants of the Building, and

WHEREAS, subsequent to approval of Resolution 2017-98, a determination was made that the environmental review of this transaction should include the completion of a Long Environmental Assessment Form, which has now been completed and accepted by this Legislature, and

WHEREAS, it is the County's intent to apply unanticipated 2016-2017 revenues from the Tioga Downs and del Lago Casinos to finance the acquisition and improvement of the Building, including \$1.9 million in licensing fees already received plus additional unbudgeted casino revenue expected in 2017, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure and the Budget, Capital, and Personnel Committees, That Resolution 2017-98 be rescinded,

RESOLVED, further, That the County's 2017-2021 Capital Improvement Program be, and hereby is, amended to include the Acquisition and Improvement of the Tompkins Trust Building at a total cost of \$2,900,000, with an expected net local cost of \$2,350,000 after receipt of grants and contributions,

RESOLVED, further, That the County Administrator be and hereby is authorized to negotiate the acquisition of the Tompkins Trust Company Building at 106-112 North Tioga Street at a cost not to exceed \$2,000,000 plus any associated closing costs, and on such other terms and conditions as the County Administrator may approve in his reasonable discretion and upon consultation with the County Attorney,



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RESOLVED, further, That the Director of Finance be and hereby is authorized and directed to make the following budget adjustments:

A Fund-General Fund

Decrease Fund Balance A30909000 - General Fund Unassigned Fund Balance	\$2,900,000
Increase Expense Account A9576.54802 - Contribution to Construction	\$2,900,000

HB Fund-Building Improvements Fund

Increase Revenue Account HB1617.45031.16.17 - Interfund (A)	\$2,900,000
Increase Expense Account HB1617.59239.16.17 - Heritage Education Center	\$2,900,000

**SEQR ACTION:** Type I

(Long Environmental Assessment Form on filed with the Clerk of the Legislature)

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Adjournment

The meeting adjourned at 3:53 p.m.