

Facilities and Infrastructure Committee
Regular Meeting Minutes – Approved 6-21-18
Thursday, May 17, 2018 3:00 PM
Legislature Chambers

Attendance

Attendee Name	Title	Status
David McKenna	Chair	Present
Anne Koreman	Vice Chair	Present
Daniel Klein	Member	Present
Glenn Morey	Member	Present
Henry Granison	Member	Present
Katrina McCloy	Deputy Clerk, Legislature	Present
Barbara Eckstrom	Director of Recycling and Materials Management	Present
Leo Riley	Assistant Director of Recycling and Materials Management	Present
Jeff Smith	Highway Director	Present
Michael Hall	Airport Manager	Present
Jason Molino	County Administrator	Present
Marcia Lynch	Public Info. Officer, County Administration	Present
Geoff Dunn	Communications/Adm. Coord., Recycling and Materials Management	Present

Call to Order

Mr. McKenna, Chair, called the meeting to order at 3:02 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 to speak.

County Administrator's Report

Mr. Molino stated he will accompany Mr. Hall, Ms. Noble, and Mr. Josh to Albany on May 18th to meet with New York State Department of Transportation representatives discuss the Airport project and funding including the procedures and timelines that need to be followed. He will report back to the Committee at the next meeting.

Mr. Molino also reported he has had regular meetings with Mr. McKenna, Ms. Koreman, and Mr. LeMaro regarding the space needs of downtown County facilities and has requested Mr. LeMaro develop a timeline.

Minutes Approval

April 17, 2018

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Anne Koreman, Vice Chair
SECONDER: Daniel Klein, Member
AYES: McKenna, Koreman, Klein, Morey, Granison

April 19, 2018

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Anne Koreman, Vice Chair
SECONDER: Daniel Klein, Member
AYES: McKenna, Koreman, Klein, Morey, Granison

May 1, 2018

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Anne Koreman, Vice Chair
SECONDER: Daniel Klein, Member
AYES: McKenna, Koreman, Klein, Morey, Granison

Highway Department

Resolution No. - Authorization to Execute a Supplemental Agreement with Clark, Patterson, Lee for Construction Inspection and Support Services — CR 119, Coddington Road Highway Safety Improvements at Burns Road and East King Road Intersections, Town of Ithaca, PIN 3753.24 (ID #7843)

RESULT: RECOMMENDED [UNANIMOUS]
MOVER: Daniel Klein, Member
SECONDER: Glenn Morey, Member
AYES: McKenna, Koreman, Klein, Morey, Granison

WHEREAS, the State of New York has included in the State Transportation Improvement Program (the STIP) a Project whereby Federal sources will furnish 90%, State sources will furnish 7.5%, and the County share is 2.5% of funding necessary for the reconstruction of Coddington Road at its intersections with East King Road and Burns Road in the Town of Ithaca, (the “Project”), and

WHEREAS, Resolution No. 201 adopted on October 19, 2004, authorized a contract with Dewberry - Goodkind, Inc., for design services in connection with reconstruction of County Road 119, Coddington Road in the Town of Ithaca, and

WHEREAS, during execution of the Project, Dewberry - Goodkind, Inc., assigned its rights and obligations under said contract for design services to Clark, Patterson, Lee, said assignment having been approved by the Tompkins County Risk Manager and New York State Department of Transportation (NYSDOT), and

WHEREAS, Clark, Patterson, Lee satisfactorily provided design services and is qualified to provide construction support and construction inspection services for the Project, and

WHEREAS, the County Highway Director has recommended Clark, Patterson, Lee as best qualified to provide construction inspection services for the Project, 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 execute a supplemental agreement with Clark, Patterson, Lee, with offices located at 205 St. Paul Street, Suite 500, Rochester, NY, for Construction Inspection and Support Services in connection with the referenced project for an amount not to exceed \$159,000,

RESOLVED, further, That the County Administrator or his designee be authorized to execute supplemental agreements on behalf of the County with cumulative value not to exceed 10% of the aforementioned supplemental agreement amount, funds to be provided from account HZ5103.59239.53.08 (Coddington Road Capital Account).

SEQR ACTION: Unlisted, Negative Declaration issued (No further action required)

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Airport

Resolution No. - Authorizing Supplemental Agreement No. 5 with C&S Companies for General Airport Consultant Services - Snow Removal Equipment (Multi-Tasking Equipment) - Design and Bidding Services - Ithaca Tompkins Regional Airport (ID #7845)

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	Glenn Morey, Member
SECONDER:	Anne Koreman, Vice Chair
AYES:	McKenna, Koreman, Klein, Morey, Granison

WHEREAS, authorization is required to designate and pay for design and bidding services of the Snow Removal Equipment Purchase (Multi-Tasking Equipment) at the Ithaca Tompkins Regional Airport, and

WHEREAS, a Supplemental Consultant Agreement No. 5 with C&S Companies of Syracuse, New York, for the Multi-Tasking Snow Removal Equipment Purchase - Design and Bidding Services is estimated to cost \$7,500, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That Supplemental Consultant Agreement No. 5 with C&S Companies for purchase of Snow Removal Equipment (Multi-Tasking Equipment) Design and Bidding Services in the amount of \$7,500.00 be approved and financing of the contract is as follows:

Federal Aviation Administration (FAA) Grant (90%)	\$6,750
New York State Grant (5%)	\$ 375
Passenger Facility Charges (PFC's) (5%)	\$ 375

TOTAL AMOUNT \$7,500

RESOLVED, further, That the County Administrator be and hereby is authorized to execute the required documents,

RESOLVED, further, That the Finance Director be authorized to make payments from the appropriate accounts.

SEQR ACTION: TYPE II-20

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Resolution No. - Authorizing Supplemental Agreement No. 6 with C&S Companies for General Airport Consultant Services - Snow Removal Equipment (Ramp Dozer Equipment) - Design and Bidding Services - Ithaca Tompkins Regional Airport (ID #7846)

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	Glenn Morey, Member
SECONDER:	Henry Granison, Member
AYES:	McKenna, Koreman, Klein, Morey, Granison

WHEREAS, authorization is required to designate and pay for design and bidding services of the Snow Removal Equipment Purchase (Ramp Dozer) at the Ithaca Tompkins Regional Airport, and

WHEREAS, a Supplemental Consultant Agreement No. 6 with C&S Companies of Syracuse, New York, for the Ramp Dozer - Snow Removal Equipment Purchase - Design and Bidding Services is estimated to cost \$7,500, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That Supplemental Consultant Agreement No. 6 with C&S Companies for purchase of Snow Removal Equipment (Ramp Dozer) Design and Bidding Services in the amount of \$7,500.00 be approved and financing of the contract is as follows:

Federal Aviation Administration (FAA) Grant (90%)	\$6,750
New York State Grant (5%)	\$ 375
Passenger Facility Charges (PFC's) (5%)	\$ 375
TOTAL AMOUNT	\$7,500

RESOLVED, further, That the County Administrator be and hereby is authorized to execute the required documents,

RESOLVED, further, That the Finance Director be authorized to make payments from the appropriate accounts.

SEQR ACTION: TYPE II-20

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Recycling and Materials Management Department

Resolution No. - Budget Adjustment - Department of Recycling and Materials Management (ID #7842)

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	Glenn Morey, Member
SECONDER:	Anne Koreman, Vice Chair
AYES:	McKenna, Koreman, Klein, Morey, Granison

WHEREAS, pursuant to Administrative Manual Policy 05-02, budget adjustments exceeding \$5000 require Legislative approval, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the Director of Finance is authorized and directed to make the following budget adjustment for 2018:

Budget Adjustment

CL Fund - Solid Waste

INCREASE APPROPRIATION: CL8163.54802 TRANSFER TO HH CONSTRUCTION FUND
\$584,513.00

DECREASE FUND BALANCE: CL30909000 UNASSIGNED FUND BALANCE
\$584,513.00

HH Fund - Solid Waste Capital Projects

INCREASE APPROPRIATION HH8101.59239 Project #81.65 RSWC FACILITY SITE UPGRADES
\$584,513.00

INCREASE REVENUE HH8101.45033 Project #81.65 INTERFUND (CL) TRANSFER
\$584,513.00

SEQR ACTION: TYPE II-20

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Resolution No. - Award of Bid - Construction of Food Scraps Transfer Building - Department of Recycling and Materials Management (ID #7841)

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	Glenn Morey, Member
SECONDER:	Anne Koreman, Vice Chair
AYES:	McKenna, Koreman, Klein, Morey, Granison

WHEREAS, the Department of Recycling and Materials Management received a \$355,000 NYSDEC Climate Smart Communities grant to construct a building at the Recycling and Solid Waste Center (RSWC) for the transfer of source-separated food scraps for composting, and

WHEREAS, the Tompkins County Finance Department has duly advertised bids for the

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Tompkins County Food Scraps Transfer Building, Contract #1- General Construction, and

WHEREAS, one (1) bid was received for Contract #1, which was publicly opened and read on May 1, 2018, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the Tompkins County Food Scraps Transfer Building bid be accepted and awarded to the lowest responsible bidder as follows:

Contract #1-General Construction Elmira Structures, Inc. \$436,600.00

RESOLVED, further, That the County Administrator or his designee is hereby authorized to enter into a contract with Elmira Structures Inc., of Elmira, New York, and to execute change orders of up to ten (10) percent of the contract total,

RESOLVED, further, That the Department of Recycling and Materials Management be authorized to implement this bid on behalf of the County, funds being available in Account No. HH8101.59239 Project #81.65 RSWC/Facility Upgrade.

SEQR ACTION: TYPE II-7

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Recycling Materials Update (ID #7840)

Ms. Eckstrom distributed and discussed a document from the National Recycling Coalition (NRC) entitled The China Crisis - Whose Crisis is it? She explained that the document provides a very brief explanation of the status of the recycling markets in the United States and abroad. This will have an impact on the revenue stream for recyclable products and she anticipates the decrease in revenue to be approximately \$350,000.

Ms. Eckstrom explained how the recyclable materials market is changing and how the local recyclable list will be changing. The staff of the Recycling and Materials Management Department will be launching a grace period through the end of this year and working over the next six months to educate the public regarding recyclable items including an updated recycling brochure. She will keep the Committee updated as to how the initiative is moving forward.

Ms. Eckstrom will forward a copy of the NRC document to all Legislators. In addition, as requested Ms. Eckstrom will provide a presentation regarding recyclable materials at a future Legislature meeting.

RESULT:	COMPLETED
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Adjournment

The meeting adjourned at 4:13 p.m.