

ULSTER COUNTY LEGISLATURE COMMITTEE MEETING

Name: Public Works & Capital Projects Committee

Date: October 28, 2008

Time: 4:45 p.m.

Place: Library

Legislators Present: Chairman Loughran, Legislators Cahill, Fabiano, Felicello and Lomita

Legislators Excused: Legislators Decker and Roberts

Others Attending: Commissioner of Public Works, Dave Sheeley; B&G Administrative Manager, Brian Cunningham; Public Works Controller, Lynda Bertling and Recording Secretary, Kathy Jansen

Chairman Loughran called the meeting to order at 4:47 p.m.

HIGHWAYS & BRIDGES DIVISION

1) Update – Civil Engineer

Commissioner Sheeley advised the committee that the hard to fill civil engineer vacancy had been reposted on-line producing one applicant to date. Chairman Loughran asked if a summer internship program was being put together and if the program could include students in an architectural program. He noted the program could be marketed concurrently with the civil engineer advertising being done at the colleges. Commissioner Sheeley noted that the Personnel Department had advised that they would be doing that.

2) Update – Salt Shed

Commissioner Sheeley updated the committee on the status of the salt shed. He noted that the footings are in, the abutments are up and the project is going well.

3) Request-To-Fill: Highway Field Operations Manager

A motion to approve the request-to-fill for Highway Field Operations Manager contingent upon written approval from the Personnel Department that the existing list, which only contains two names, may be used to make an appointment was made by Legislator Fabiano. The motion was seconded by Legislator Lomita and passed unanimously. Commissioner Sheeley advised the committee of the importance of the request being approved in a timely manner.

Discussion took place on whether this position should have a 35 or 40 hour workweek. The committee was in agreement that the job should be a 40-hour a week position and should not pay overtime.

The committee noted a decision would be made at the next committee meeting. This would allow time to think about the work schedule change for the field operations manager and to receive verification from Personnel that Civil Service Law will allow an appointment from the current civil service list.

BUILDINGS & GROUNDS DIVISION

1) Resolution Request – Renewal of 5-year Contract with NYS Unified Court System

A motion in the form of a resolution request to authorize the Chairman of the Ulster County Legislature to execute a renewal agreement with the NYS Unified Court System was made by Legislator Lomita and seconded by Legislator Cahill. The motion passed unanimously.

2) Cooler at Old Jail

B&G Administrative Manager Cunningham advised the committee of a request by Family of Woodstock to utilize the outdoor freezer and indoor refrigerator at the old jail in order to store food that will be distributed as part of Ulster Winter Watch. He advised the committee that electric had been reconnected to the unit and sought approval to place a service call costing approximately \$1,000.00 in order to restart the condensing unit/compressor. The committee asked that the monthly operational costs be forwarded to Family of Woodstock for payment. Pending Family of Woodstock's acceptance of the monthly operational costs, a motion to approve Buildings & Grounds Division to absorb the service call costs was made by Legislator Lomita and seconded by Legislator Cahill. The motion passed unanimously. Chairman Loughran asked that liability insurance be provided to the county.

3) Discussion – Personal Small Appliance Usage by Employees

B&G Administrative Manager Cunningham advised the committee of increases in electric costs with the Safety office identifying various departmental employees using small electrical appliances, such as coffee makers, on their desks. He noted this was against county policy. The committee advised Brian Cunningham to have the Safety Department send a countywide memo noting the policy and advising employees that the county would be enforcing this safety issue.

ADDITIONAL BUSINESS

B&G Administrative Manager Cunningham advised the committee that at the committee's request more signage was being added to the parking lot across from Information Services.

The committee was advised that there was no update on the Youth Bureau lease at the BRC. Legislator Lomita asked Brian Cunningham to put together figures involved in the lease with UCCC on the incubator for review.

The committee was advised that IBM engineers were scheduled to tour the 918 Ulster Avenue building with Information Services. B&G Administrative Manager Cunningham noted that DSS would be parking their vehicles at 918 Ulster Avenue in order to accommodate the influx of parking needed for the HEAP program. He noted that insurance issues were being worked out.

It was noted that one proposal had been received for the appraisal of the Ulster Avenue property with two or three more anticipated.

Legislator Fabiano thanked Commissioner Sheeley and the Highways & Bridges Division for taking care of problems in his area in a timely fashion.

A motion to adjourn at 5:47 p.m. was made by Legislator Lomita and seconded by Legislator Felicello. The motion passed unanimously.

Respectfully submitted,