



TIOGA COUNTY
DEPARTMENT OF PUBLIC WORKS COMMITTEE AGENDA
May 7, 2026
9:00 am

- Minutes' approval for April 9, 2026, meeting
- FINANCIAL
 - YTD Budget Summary
- OLD BUSINESS
 - None
- NEW BUSINESS
 - Buildings and Grounds
 - Highway Department
 - Capital Projects
- PERSONNEL
 - None
- RESOLUTIONS
 - Award Additional Construction Administration Services to Delta Engineers for HVAC System at 56 Main Street North Wing
 - Approve Third Change Order for 56 Main Street North Wing HVAC Construction Project
 - Approve Fourth Change Order for 56 Main Street North Wing HVAC Construction Project
 - Approve Fifth Change Order for 56 Main Street North Wing HVAC Construction Project
 - Award Asbestos Abatement Inspection and Supervision Services to Delta Engineers for Courthouse Roof Replacement
 - Authorize Use of ARPA Funds for Vehicle Wash Equipment
 - Award Construction to J.P. Dugon Construction, LLC for Glenmary Drive Bridge BIN 3335110
 - Authorizing the Implementation and Funding in the First Instance 100% of the Federal Aid and State "Marchiselli" Program-Aid Eligible Costs of a Transportation Federal-Aid Project and Appropriating Funds

TIOGA COUNTY, NEW YORK

Department of Public Works

477 State Route 96 Owego, NY 13827



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Gary Hammond, P.E. Commissioner **Justin Ruggiero** Deputy Commissioner

- Authorize Salary Increase for Deputy Commissioner of Public Works and Appropriate Funds in the 2026 Budget
- Authorize Position Reclassification Public Works

- PROCLAMATIONS
 - None

- ADJOURNMENT



TIOGA COUNTY
DEPARTMENT OF PUBLIC WORKS COMMITTEE MINUTES
Thursday, April 9, 2026
9:00 am

○ ATTENDANCE

➤ Legislators

- Tracy Monell, Legislative Chair
- David Cantella, Public Works Committee Chair
- William Standinger, Public Works Committee
- Jo Ellen Rose, Public Works Committee
- Ray Bunce, Public Work Committee

➤ Staff

- Gary Hammond, Commissioner
- Jason Anderson, Project Technician
- Tammy Hummel, Secretary to the Commissioner

➤ Guests

- Jackson Bailey, County Administrator
- Cathy Haskell, Legislative Clerk
- Peter DeWind, Esq., County Attorney
- Christine Freyvogel, Paralegal to the County Attorney

➤ Absent

- Justin Ruggiero, Deputy Commissioner

○ APPROVAL OF MINUTES

- A motion to approve the minutes as submitted for March 5th, 2026, meeting was made by William Standinger, seconded by Jo Ellen Rose. All in favor. Motion carried.

○ FINANCIAL

- YTD Budget Summary was shared with the committee.

○ OLD BUSINESS

- None

○ NEW BUSINESS

- Mr. Hammond reported on Buildings and Grounds
- The Public Safety Building makeover of the wash bay has been started.
 - The I.T. and G.I.S. offices have been finished and employees have been moved back into their space.



- The Treasury employees have been moved and items staying in the office have been covered.
 - The drop ceilings in the Treasury office have been removed for P&J.
 - Multiple work orders at H.H.S. have been completed, from lights to door locks.
 - The lawn mowers and equipment has been made ready for the mowing season.
- Mr. Hammond reported on the Highway Department.
- The county roads have been plowed and salted as needed.
 - The Highway Department hauled sand
 - All the trucks have been washed using the Delphine Street facility.
 - The Highway Department has been cutting down and/or trimming trees and brush cutting at the Walgreens, at D.S.S. with Tri-County Tree Service and various roadways.
 - The creek has been cleaned at Day Hollow Road.
 - Catch basin repairs have been done on Corporate Drive, along with a manhole cover replacement.
 - Mailboxes have been fixed.
 - Sign work and cold patching has been done.
 - Employees have attended training this month to include U-Dig classes, Bucket Truck training, and CDL training for new employees.
- Mr. Hammond reported on the Buildings and Grounds Capital Projects.
- The tar on the Courthouse roof tested positive for asbestos which will be abated during the project with Delta providing third-party inspection.
 - Equipment for the car wash is being ordered and quotes on construction are still being obtained. The new garage door is in the design phase.
 - The Ronald E. Dougherty County Office Building North Wing HVAC Upgrade project is moving forward with minimal disruption. The crane lift was performed on Monday, March 30th, 2026.
 - The Public Safety Building Utility Roll-Up drawings are currently out to bid.
- Mr. Hammond reported on the Highway Capital Projects.
- The low bidder for the Glenmary Drive by Thorn Hillow Road Bridge Replacement project was J.P. Dugan Construction, LLC.
 - Day Hollow Road Culvert is back in design phase due to the additional scope of work; right of way paperwork is still being signed.
 - Straits Corners Road over Pipe Creek is in preliminary design phase.
 - Brown Road Bridge over East Branch Owego Creek is in preliminary design phase.
 - Halsey Valley Road Culvert is in preliminary design phase.



○ PERSONNEL

- None

○ RESOLUTIONS

- Create and Fill Three (3) Highway Worker (Seasonal) Positions – Public Works
 - Joe Ellen Rose (aye), William Standinger (aye), Ray Bunce (aye), David Cantella (aye)
- Approve Change Order for Courthouse and Court Annex Roof Replacement Construction Project
 - Jo Ellen Rose (aye), William Standinger (aye), Ray Bunce (aye), David Cantella (aye)
- Amend 2026 Capital Budget and Transfer Funds for Trailer
 - Jo Ellen Rose (aye), William Standinger (aye), Ray Bunce (aye), David Cantella (aye)
- Amend 2026 Capital Budget and Transfer Funds for Trailer II
 - Jo Ellen Rose (aye), William Standinger (aye), Ray Bunce (aye), David Cantella (aye)
- Authorize Pre-payment of ARPA Funds for Vehicle Wash Equipment to RAC Industries
 - Jo Ellen Rose (aye), William Standinger (aye), Ray Bunce (aye), David Cantella (aye)
- Authorize Use of ARPA Funds for Vehicle Wash Equipment
 - Joe Ellen Rose (aye), William Standinger (aye), Ray Bunce (aye), David Cantella (aye)

○ MISCELLANEOUS

- Mr. Hammond brought up the fact that there were (6) D.S.S. vehicles that were turned into the D.P.W. garage with accident damage in the last month. D.P.W. budgets for maintenance, not repairs. There was a general consensus that discussions will need to be had at the appropriate departmental and legislative committees to review and revise the county vehicle use policy going forward.
- There was a general discussion regarding the new Walgreen property and the house next to it. The house will be scheduled for demolition and should be able to be accomplished within the next 3-6 months.

○ PROCLAMATIONS

- None



○ EXECUTIVE SESSION

- A request to enter an executive session to discuss a personnel matter was made by Mr. Hammond. A motion to enter an executive session was made by Mr. Standinger at 9:35am and seconded by Mr. Bunce. A motion to adjourn the executive session was made by Mr. Standinger at 9:44am and seconded by Mr. Bunce.

○ ADJOURNMENT

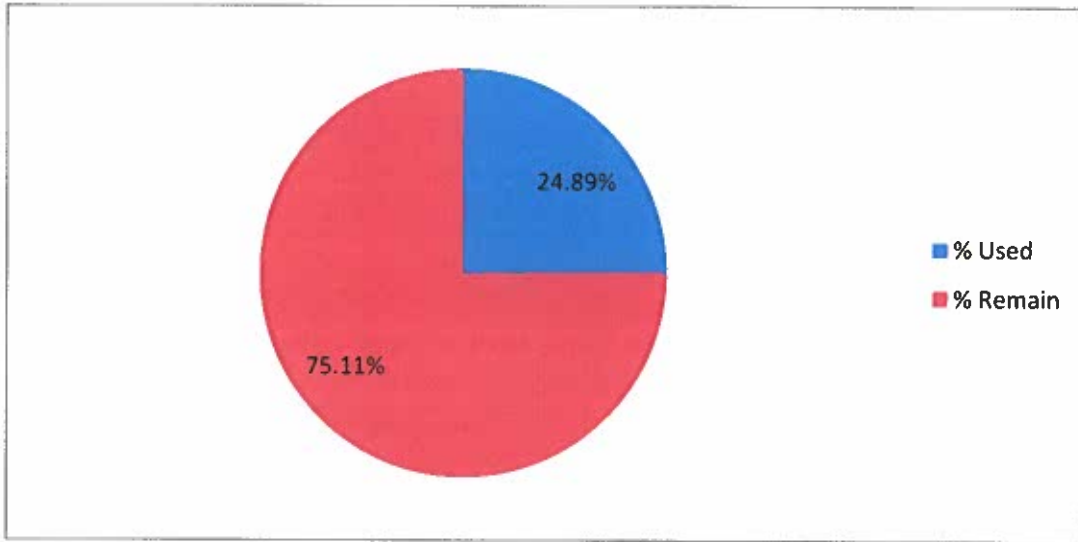
- The meeting was adjourned at 9:44am.

Respectfully submitted,

Gary Hammond, P.E.
Commissioner of Public Works

Draft

April 27 2026 Budget Summary



		% Used	% Remain
A1490	PW Admin	25.96%	74.04%
A1620	Building & Grounds	39.37%	60.63%
A1621	Buildings HHS	67.18%	32.82%
A1622	Buildings Walgreens	0.00%	100.00%
D5110	Maint. Roads & Bridges	30.97%	69.03%
DM5130	Road Machinery	46.74%	53.26%
H1620	Capital B&G	29.72%	70.28%
H1621	Capital HHS Building	0.00%	100.00%
H5110	Capital Roads & Bridges	2.79%	97.21%
H5130	Capital Equipment	16.85%	83.15%
	Overall	24.89%	75.11%

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -26 AWARD ADDITIONAL CONSTRUCTION
ADMINISTRATION SERVICES TO
DELTA ENGINEERS FOR HVAC
SYSTEM AT 56 MAIN STREET NORTH WING

WHEREAS: Tioga County has budgeted for the replacement of a portion of the HVAC system at the North Wing of the County Office Building at 56 Main Street; and

WHEREAS: The Commissioner of Public Works received a proposal for additional construction administration services for this project from Delta Engineers, Endwell, NY; and

WHEREAS: The proposal for the additional construction administration services for the project is \$9,993; therefore be it

RESOLVED: That the Tioga County Legislature approve the proposal for additional construction administration services of the partial HVAC System Replacement at the County Office Building for Delta Engineers not to exceed \$9,993 to be paid out of the following account:

H1620.520911	Renovations 56 Main Street	\$9,993.00
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REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -26

APPROVE THIRD CHANGE ORDER FOR 56 MAIN
STREET NORTH WING HVAC CONSTRUCTION
PROJECT

WHEREAS: The award for construction services to be performed for the 56 Main Street North Wing HVAC upgrade project was awarded to Postler & Jaeckle Corporation on Resolution No. 282-25; and

WHEREAS: A change order was submitted due to additional work that was unforeseen; therefore be it

RESOLVED: That the Tioga County Legislature authorize additional funds to be appropriated for this change order not to exceed \$563.18 to be paid out of the following account:

H1620 520911 – Renovations 56 Main St

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. -26 APPROVE FOURTH CHANGE ORDER FOR
56 MAIN STREET NORTH WING HVAC
CONSTRUCTION PROJECT

WHEREAS: The award for construction services to be performed for the 56 Main Street North Wing HVAC upgrade project was awarded to Postler & Jaeckle Corporation on Resolution No. 282-25; and

WHEREAS: A change order was submitted due to additional work that was unforeseen; therefore be it

RESOLVED: That the Tioga County Legislature authorize additional funds to be appropriated for this change order not to exceed \$2,866.76 to be paid out of the following account:

H1620 520911 – Renovations 56 Main St	\$2,866.76
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REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. -26 APPROVE FIFTH CHANGE ORDER FOR
56 MAIN STREET NORTH WING HVAC
CONSTRUCTION PROJECT

WHEREAS: The award for construction services to be performed for the 56 Main Street North Wing HVAC upgrade project was awarded to Postler & Jaeckle Corporation on Resolution No. 282-25; and

WHEREAS: A change order was submitted due to additional work that was unforeseen; therefore be it

RESOLVED: That the Tioga County Legislature authorize additional funds to be appropriated for this change order not to exceed \$932.28 to be paid out of the following account:

H1620 520911 – Renovations 56 Main St	\$932.28
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REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -26

AWARD ASBESTOS ABATEMENT INSPECTION
AND SUPERVISION SERVICES TO DELTA
ENGINEERS FOR COURTHOUSE ROOF
REPLACEMENT

WHEREAS: Tioga County has budgeted for the replacement of multiple roofs at the Courthouse and Court Annex as well as for the rehabilitation of the cupola at the Court Annex; and

WHEREAS: The Commissioner of Public Works received a proposal for asbestos abatement inspection and supervision services for the Courthouse roof replacement project from Delta Engineers, Endwell, NY; and

WHEREAS: The proposal for these services is \$1,941.25; therefore be it

RESOLVED: That the Tioga County Legislature hereby awards the proposal to execute the contract for asbestos abatement inspection and supervision services to Delta Engineers not to exceed \$1,941.25 to be paid out of the following account:

H1620 520914 Courthouse/Court Annex New Roof

REFERRED TO: PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. E16 AUTHORIZE USE OF ARPA FUNDS
FOR VEHICLE WASH EQUIPMENT

WHEREAS: American Rescue Plan Act "ARPA" Funds have been granted to Tioga County by the US Treasury in 2021; and

WHEREAS: The Commissioner of Public Works has identified equipment that is essential for a vehicle wash facility for Tioga County; and

WHEREAS: The first identified requirement is electric cable; and

WHEREAS: The second identified requirement is installation of pressure washers and high-pressure water lines; and

WHEREAS: The third identified requirement is for vent fans; and

WHEREAS: The fourth identified requirement is for two pressure washers; and

WHEREAS: The fifth identified requirement is for power vent purchase/installation; and

WHEREAS: The sixth identified requirement is for asbestos testing; and

WHEREAS: The seventh identified requirement is for Motorized Louvers; and

WHEREAS: The eighth identified requirement is for Freight; and

WHEREAS: The Tioga County Legislature oversees and authorizes the use of any and all "ARPA" American Rescue Plan Act funds; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the following payments totaling \$52,111.53 to be paid out of the account H1620.520994.M7674 Building Construction – ARPA.

Electric Cable:	\$ 109.89
Installation of pressure washers and high-pressure water lines:	\$14,425.00
Vent Fans:	\$ 2,543.64
Pressure Washers:	\$19,975.00

Power Vent Purchase/Installation:	\$ 9,650.00
Asbestos Testing for Existing Roof:	\$ 1,050.00
Motorized Louvers:	\$ 3,923.00
Freight:	\$ 435.00

REFERRED TO:

PUBLIC WORKS COMMITTEE

RESOLUTION NO. -26

AWARD CONSTRUCTION TO
J.P. DUGON CONSTRUCTION, LLC FOR
GLENMARY DRIVE BRIDGE BIN 3335110

WHEREAS: Tioga County was awarded funding from NYSDOT for a bridge replacement, Glenmary Drive over Thorn Hollow Creek BIN 3335110, in the Town of Tioga; and

WHEREAS: The Commissioner of Public Works received sealed bids on March 25, 2026 and the bid results were as follows:

J.P. Dugon Construction, LLC	\$1,352,277.90
Vector Construction Corporation	\$1,468,388.50
R. DeVincentis Construction, Inc.	\$1,476,000.00
Economy Paving	\$1,593,977.00

And

WHEREAS: Barton and Loguidice have completed the review of the bids and finds the low bidder J.P. Dugon Construction, LLC. meets all the qualifications of the bid specifications; therefore be it

RESOLVED: That the Tioga County Legislature authorizes awarding the bid to J.P. Dugon Construction, LLC. for Glenmary Drive Bridge BIN 3335110 not to exceed \$1,352,277.90 to be paid out of H5110.540004.H2401 Non Bond Road and Bridge Project.

REFERRED TO: PUBLIC WORKS COMMITTEE

RESOLUTION NO. -26 AUTHORIZING THE IMPLEMENTATION AND FUNDING IN THE FIRST INSTANCE 100% OF THE FEDERAL AID AND STATE "MARCHISELLI" PROGRAM-AID ELIGIBLE COSTS OF A TRANSPORTATION FEDERAL-AID PROJECT AND APPROPRIATING FUNDS

WHEREAS: A project for the Day Hollow Road Culvert Replacement PIN 9755.37 (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: The County of Tioga desires to advance the Project by making a commitment of 100% of the Federal and non-Federal share of the costs of the Construction Support/Construction Inspection Incidentals work.

NOW, THEREFORE, the Tioga County Legislature, duly convened does hereby

RESOLVE: That the Tioga County Legislature hereby approves the above-subject project; and it is hereby further

RESOLVED: That the Tioga County Legislature hereby authorized the County of Tioga to pay in the first instance 100% of the Federal and non-Federal share of the cost of the Construction Support/Construction Inspection work for the Project or portions thereof; and it is further

RESOLVED: That funding be appropriated as follows:

From: H51 10.445020.H2302 Federal Aid-County Road Bridge	\$102,456.00
H51 10.435020.H2302 State Aid-County Road Bridge	\$ 19,210.50
H.390900 Fund Balance Unrestricted	\$ 6,403.50
To: H51 10.520003.H2302 Culvert Replacement	\$128,070.00

And it is further

RESOLVED: That in the event the full Federal and non-Federal share costs of the project exceeds the amount appropriated above, the Tioga County Legislature shall convene as soon as possible to appropriate said excess amount immediately upon notification by the New York State Department of Transportation thereof; and it is further

RESOLVED: That the Chair of the Tioga County Legislature of the County of

Tioga be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the County of Tioga with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible; and it is further

RESOLVED: 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; and it is further

RESOLVED: This Resolution shall take effect immediately.

REFERRED TO: PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. -26 AUTHORIZE SALARY INCREASE FOR
DEPUTY COMMISSIONER OF PUBLIC WORKS AND
APPROPRIATE FUNDS IN THE 2026 BUDGET

WHEREAS: Legislative approval is required for any salary increase for a Management/Confidential position; and

WHEREAS: The position of Deputy Commissioner of Public Works includes special requirements and professional expectations related to engineering licensure, including progression from Engineer-In-Training status to full Professional Engineer licensure as part of the position's long-term qualification; and

WHEREAS: Justin Ruggiero, Deputy Commissioner of Public Works, has successfully obtained his New York State Professional Engineer's License; and

WHEREAS: The Management/Confidential salary range for the Deputy Commissioner of Public Works with a Professional Engineer's License is established at \$76,329 to \$86,329; and

WHEREAS: This salary adjustment aligns with prior legislative actions recognizing professional licensure as a basis for compensation adjustment within Public Works; and

WHEREAS: Sufficient funds were not specifically budgeted in the 2026 Adopted Budget for this salary adjustment, requiring a budget transfer to support the increase; therefore be it

RESOLVED: That the following budget transfer be completed and funds appropriated as follows:

FROM:	A1620 540140 Contracting Services	\$10,000
TO:	A1490 510010 Full Time	\$10,000

And be it further

RESOLVED: That Justin Ruggiero's annual salary will increase to \$78,288 annually, effective May 18, 2026, in recognition of the attainment of a New York State Professional Engineer's License.

REFERRED TO: PUBLIC WORKS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -26 AUTHORIZE POSITION RECLASSIFICATION
PUBLIC WORKS

WHEREAS: Legislative approval is required for position reclassification; and

WHEREAS: On April 03, 2026, the Personnel Department received a position description questionnaire from Christopher Smith, Maintenance Mechanic II (CSEA grade 4, \$23.45) who works within the Building and Grounds unit of the Public Works Department; and

WHEREAS: This resulted in the review of work tasks performed by Mr. Smith in comparison to the Maintenance Mechanic classification levels; and

WHEREAS: Due to the type of work assigned to and performed by Mr. Smith which routinely involves three skill trades, the Personnel Officer has determined justification exists to reclassify Mr. Smith to a Maintenance Mechanic III (CSEA grade 3, \$24.52); therefore be it

RESOLVED: That the Tioga County Legislature authorizes the reclassification of one Maintenance Mechanic II position currently filled by Christopher Smith to Maintenance Mechanic III and that Mr. Smith's new hourly rate will be \$24.52 retroactive to April 03, 2026.