



YATES COUNTY LEGISLATURE
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Penn Yan, New York 14527
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Leslie Church
Chairwoman
Emilee D. Miller
Clerk

PUBLIC WORKS COMMITTEE AGENDA
Location: Yates County Legislative Chambers
Date: January 5, 2026 at 12:00 p.m.

Join from PC, Mac, iPad, or Android:

<https://us02web.zoom.us/j/86517311594?pwd=v700j0tIQOwzbr4KbNFbJwydmaUIXU.1>

Webinar ID: 865 1731 1594

Passcode:397930

Phone one-tap:

+16465588656,,86517311594# US (New York) 16469313860,,86517311594# US

Join via audio:

+1 646 558 8656 US (New York)

+1 646 931 3860 US

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2025 COMMITTEE MEMBERS: Dick Harper, Dan Banach, Terry Button, Jesse Jayne, Patrick Killen, Bill Holgate

- Dick & Dan will do the audit this month
- Zoom Attendees/Attendance
- Approve minutes from the December 1st meeting
- Public Comment

BUILDINGS AND GROUNDS: Joe Reed

- Weights & Measures
- Inspections
- 2025 Q4 Goal Status
- 2026 Goals

HIGHWAY: Doug Rapalee

- Central Garage
- Traffic
- Administration

Resolution(s):

- Declare Surplus Equipment
- 2025 Q4 Goal Status
- 2026 Goals
- Maintenance

- Capital
- Bridges & Culverts
- Road Machinery
- Landfill
- Snow & Ice

AIRPORT: Dick Harper

Resolution(s):

- Authorize Chair of the Legislature to Sign Acceptance of the Penn Yan-Yates County Airport Consultant Agreement for Project: Runway 1-19 REIL Replacement (Construction) FAA Grant PEO-EAG-3-36-0094-TBD-2026 NYS DOT PIN NO: 6906.TBD

SENECA FLIGHT OPERATIONS: Rich Leppert

- Monthly Memo

PUBLIC SAFETY FACILITY PROJECT: Doug Paddock

- Ad Hoc Public Safety Facility Committee Report –January, 2026

COUNTY ADMINISTRATOR: Jessica Mullins

- Nothing to report

Executive Session – if needed

PUBLIC WORKS COMMITTEE MEETING

1-5-2026

*BUILDINGS AND GROUNDS
AGENDA ITEMS*

- 1- **Weights and Measures:** See attached.
- 2- **Goals:** See attached for 2025 recap and attached 2026 proposed goals.
- 3- **Inspections:** This month the sprinkler systems at COB, CH and BSS had quarterly testing and inspection completed. Also the annual Code enforcement walk through was completed in the County Buildings.



YATES COUNTY BUILDINGS & GROUNDS

417 Liberty Street, Suite 17
Penn Yan, New York 14527
Phone 315-536-5104
Fax 315-536-5166

Joseph Reed
Supervisor

2025 Goals:

1. Create preventative maintenance plan and maintenance logs for Benton facilities.

Review manufactures manuals and create preventative maintenance logs with intervals. Create a log book for maintenance on mechanical equipment. Create a rounds sheet to log information and to identify trends for predictive maintenance.

Update: Rounds sheet is complete and we have been using that since spring 2025. The PM logs will be created as a larger project that was approved in the 2026 budget. I have chosen Q Ware to maintain the PM records and generate work orders for the COB, CH and Benton and other buildings as they are updated. We have been doing our normal routine for PM work in 2025.

2. Work with the new Senior Cleaner to define the role and responsibilities.

Teach Senior Cleaner about purchasing policy's and have him take over that task of ordering janitorial supplies with my supervisor. Work with him on work distribution plans for the Cleaners to make sure it is fair and equable. Work with him to create a schedule for monthly items to concentrate on cleaning. Develop plans and check sheets to improve the cleanliness of the buildings without added cost.

Update: Progress was going well until Sr. Cleaner left. Have hired a new Sr. Cleaner and she is progressing quickly and has a great understanding of the duties. Will continue to add responsibilities to the Sr. Cleaner in 1st quarter 2026.

3. Work with Public Safety Building Ad hoc committee to develop a plan for the renovation and upgrades.

Work to develop an RFP for engineering / architectural services and select a firm. Work with the chosen firm to develop a plan to bring the facility up to today's standards of operation. Make sure that systems are designed to integrate into the County's existing systems for HVAC, Fire Alarm and Security.

Update: Project is progressing with a design team selected as well as a CM. Site investigations have begun and 3 concept design is in progress.



YATES COUNTY BUILDINGS & GROUNDS

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Joseph Reed
Supervisor

2026 Goals:

- 1. Work with selected vendor to create electronic preventative maintenance and work order system.**

Work with the vendor to do inventory of all equipment in the COB, CH and Benton Facility. Provide them all manuals B&G has for the equipment. Set PM frequency for the auto generation of work orders for the PM work. Implement a work order system for the daily fix and repair request for B&G.

- 2. Work to bring 2026 B&G capital improvement projects in under budget and complete them by end of year.**

Work to get competitive pricing on the two CIP project scheduled for 2026 and bring them in under budget. Get the process started 1st quarter 2026 so they are complete by the end of 2026.

- 3. Work with Public Safety Building Ad hoc committee to develop a plans and specifications for the Public Safety project.**

Work with the SMRT, Pike and PSB Ad hoc committee to develop a plan to create a facility up to today's standards of operation. Make sure that systems are designed to integrate into the County's existing systems for HVAC, Fire Alarm and Security. B&G will help move along the process with support for investigation and provide documentation of existing conditions to keep project moving forward.

Yates County Weights & Measures Department Monthly Report - December 2025

Last Inspection	Company	Establishment	Device	Quantity	Number Correct	Incorrect (+)	Incorrect (-)	Incorrect-other	Incorrect-visual	Number of visits	Device Type
12/3/2025	HEP Sales	Hardware	Lin.Meas.Dev.	1	1						Hykon,1410 Wire Meter
12/3/2025	Java Gourmet / Keuka Lake Coffee Roasters	Proc./Ware./Mfr.	Misc.Scale	1	1						Accutech, W-8250-50
12/3/2025	Martin's Equipment & Hardware	Hardware	Misc.Scale	1	1						Measuretek,PSE-60,150x0.05
12/3/2025	Martin's Equipment & Hardware	Hardware	Lin.Meas.Dev.	1	1						Olympic,1430, cordage meter
12/3/2025	Martin's Equipment & Hardware	Hardware	Petr.Pumps	1	1						kero dispenser
12/3/2025	Martin's Equipment & Hardware	Hardware	Misc.Scale	1	1						Chatillon,20lbsx0.5oz
12/3/2025	Soldiers & Sailors Hospital	Drug	Presc.Scale	1	1					1	Torsion,DRX2,120grams
12/3/2025	Soldiers & Sailors Hospital	Drug	Weights-Pharmac	9	9						(9 weights)1,2,3,5,10,20,30,50,100
12/3/2025	Ringler, Steven	Farm	Milk Tank	1	1					1	Muller 1000 Gallon Milk Tank Calibration
12/8/2025	Dave Henderson Farms	Proc./Ware./Mfr.	Vehicle Scale	1	1						Atlas,160000+AB109:AB380x20
12/8/2025	Dave Henderson Farms	Proc./Ware./Mfr.	Misc.Scale	0	0						Fairbanks,FB1100-2 Indicator (NEW)
12/9/2025	Eberly, Luke & Mary Beth	Farm	Milk Tank	1	1					1	Muller 1000 Gallon Milk Tank Calibration
12/10/2025	Himrod Farm Supply	Hardware	Platform Scale	1	1					1	CAS,PB,0-150x0.05,150-300x0.1
12/10/2025	Himrod Farm Supply	Hardware	Misc.Scale	1	1						Hanging,Chatillon 027A,20lbx0.5oz
12/10/2025	Himrod Farm Supply	Hardware	Comp.Scale	1	1						CAS,EC,60x0.002
12/10/2025	Himrod Farm Supply	Hardware	Lin.Meas.Dev.	1	1					1	Hykon,220,rope meter
12/10/2025	Himrod Farm Supply	Hardware	Misc.Scale	2	2						CAS,SW-50,50x0.02
12/10/2025	Keuka Corner Grocery	Food Store/Deli	Comp.Scale	1	1						Hobart,1840M,30x0.01
12/10/2025	Keuka Corner Grocery	Food Store/Deli	Petr.Pumps	1	1				1		kero dispenser
12/10/2025	Martin's Seed, Feed & Supplies	feed-fertilizer	Platform Scale	1	1						Rubbermaid,4010,150x0.02
12/10/2025	Martin's Seed, Feed & Supplies	feed-fertilizer	Misc.Scale	1	1						Olympic,1430, cordage meter
12/10/2025	Martin's Seed, Feed & Supplies	feed-fertilizer	Misc.Scale	1	1						Hanson,860,60x0.1(Hanging)
12/10/2025	Martin's Seed, Feed- Production	feed-fertilizer	Misc.Scale	1	1						Rubbermaid,4010,150x0.02
12/10/2025	Martin's Seed, Feed- Production	feed-fertilizer	Misc.Scale	1				1			Mineral Mixer, 1000x0.5
12/10/2025	Martin's Seed, Feed- Production	feed-fertilizer	Misc.Scale	1				1			Pelouze Hanging Scale
12/10/2025	Martin's Seed, Feed- Production	Hardware	Platform Scale	1				1			Hopper/batch scale
12/10/2025	Quik Shoppe #109	Gas Station Store	Petr.Pumps	4	1			3			4-gas,1-4
12/10/2025	Quik Shoppe #109	Gas Station Store	Petr.Pumps	2				2			2-diesel,3-4
12/10/2025	Quik Shoppe #109	Gas Station Store	Petr.Pumps	1				1			1-kero,5
12/10/2025	Quik Shoppe #109	Gas Station Store	Timing Device	1	1						Air, \$2.00/5m
12/10/2025	Quik Shoppe #109	Gas Station Store	Device-Misc	2	2						Console
12/15/2025	Hometowne Energy	Fuel Oil Dealer	Petr.Meters-VTM	2	2					1	2- VTM certifications
				46	37	0	0	9	1	6	

4th Quarter Total Stats as of 12/22/2025

Yates County			
Total Devices:	591	Total Establishments	192
Completed Devices:	591	Completed Establishments:	192
Percent Complete:	100.00%	Percent Complete:	100.00%
Re-Inspected Devices:	32	Re-Inspected Estblishments:	11
Petroleum Quality Tests:	24	Petroleum Quality Establishemnts	12
Milk Tanks Tested:	14	Milk Tank Establishments:	14
Total Test/devices YTD:	661	Total Establishments Visited YTD:	229

Total Combined for 3 Counties			
Total Devices:	2509	Total Establishments	498
Completed Devices:	2507	Completed Establishments:	497
Percent Complete:	99.92%	Percent Complete:	99.80%
Re-Inspected Devices:	186	Re-Inspected Estblishments:	53
Petroleum Quality Tests:	108	Petroleum Quality Establishemnts	47
Milk Tanks Tested:	16	Milk Tank Establishments:	16
Total Test/devices YTD:	2817	Total Establishments Visited YTD:	613

HIGHWAY DEPARTMENT

December 1, 2025 – December 31, 2025

CENTRAL GARAGE

- Central Garage use ... 5,529 miles in December (through 12/22).
 - December 2024; 6,064 miles traveled.

TRAFFIC

- Signage at Second Milo (CR30) & Bath Road (CR17) / Ferguson Corners (CR4) & Hall Road.
 - Stop and Stop Ahead signs installed CR2/CR4.
 - All below grade post installation are complete at all 4 locations.
 - Stop sign up at Second Milo, waiting on back order parts for Stop Ahead.

ADMINISTRATION

- Accident Damage Recovery Policy Status;
 - Discussion/Update ... NYSDOT, Town of Barrington, Village of Penn Yan and NYSEG responses.
- Resolutions;
 - Authorization for the sale of Surplus Equipment (Highway)
- 2025 Highway Department Goals:
 - Culvert Inspection & Replacement Plan;
 - Prioritizing inspections on 2026 and 2027 Capital Road projects.
 - Reviewing other priority projects (Ex. Italy Turnpike, Maplewood Drive).
 - The development of this plan will continue in 2026.
 - Development of Internal CDL Training program;
 - This goal was not completed.
 - Need to re-evaluate our intent as a department.
 - Discussion.
 - Development of Guiderail Inspection, Upgrade and Replacement Plan
 - Contract / Agreement has been sent to Barton & Loguidice by GTC for execution.
 - Data collection schedule TBD.
- 2026 Highway Department Goals:
 - Culvert Inspection & Replacement Plan;
 - Prioritizing inspections on 2026 and 2027 Capital Road projects.
 - Reviewing other priority projects (Ex. Italy Turnpike, Maplewood Drive).
 - Abandonment & Removal of Sid White Road Bridge;
 - Obtain all approvals, permits and authorizations required to remove the existing bridge structure.
 - Yates County will self-perform this work as a continuation of our efforts to mitigate stream erosion and flood protection.
 - Development of Guiderail Inspection, Upgrade and Replacement Plan
 - Contract / Agreement has been sent to Barton & Loguidice by GTC for execution.
 - Data collection schedule TBD.

MAINTENANCE

- New driveways installed on various county roads
- Hauling stone to replenish stock piles
- Cutting bank back at Guyanoga Road and Bell Road for site distance
- Repaired wash out damage on Darby's Corners Road

CAPITAL

- 2026 Capital Paving Projects;
 - Continued ditching activities on Havens Corners Road (CR14).
 - Tree removal project started on 12-17 on North Main Street (CR19).

BRIDGES & CULVERTS

- Sid White Road Bridge;
 - Researching proper procedure for abandonment of bridge to allow removal.
- Milo Street-Ridge Road Bridge(s);
 - Preliminary designs and environmental screenings continue.
 - Draft design approval document continues.
- Ferguson-Corners Road Bridge;
 - Preliminary designs and environmental screenings continue.
 - Draft design approval document continues.
- Hamlet of Bellona Culvert Replacement;
 - Design update?

ROAD MACHINERY

- Snow plow trucks #80 & #81 have been delivered.
 - Working on spreader installation, etc. to have both trucks in service by mid-January.

SNOW & ICE

- Plow trucks out 12 days in December. As of 12/19.
- Snow plow driver training and route familiarization with new employees on-going.
- Snow fence installed at various locations around the County.
- Town Snow & Ice Agreement Equipment Rental Rates
 - Review of 2023 FEMA Rates vs. New 2025 FEMA Rates

RESOLUTION NO: _____

DECLARE SURPLUS EQUIPMENT

WHEREAS, the Yates County Highway Department has equipment that is or has been replaced and is no longer being used and should be sold, as is by the county; and

WHEREAS, the following equipment shall be declared surplus property;

<u>Unit:</u>	<u>Year/Make/Model:</u>	<u>Miles:</u>	<u>VIN #:</u>
Truck #61	1998 Ford LS9513	115,926	1FDYS92P0WVA33650
Truck #66	2002 Sterling LT9511	257,908	2FZHAZBDX2AK44009
Truck #68	2006 Sterling LT9511	192,524	2FZHAZDE86AV47303

NOW, THEREFORE, BE IT RESOLVED, to authorize the Yates County Highway Superintendent to sell the above equipment at auction or by any other appropriate method; and be it further

RESOLVED, that a copy of this resolution be provided to the Highway Superintendent, the County Administrator and the Director of Finance.

RESOLUTION NO. XXX-26

**AUTHORIZE CHAIR OF THE LEGISLATURE TO SIGN ACCEPTANCE OF THE
PENN YAN – YATES COUNTY AIRPORT CONSULTANT AGREEMENT FOR**

**PROJECT: RUNWAY 1-19 REIL REPLACEMENT (CONSTRUCTION)
FAA GRANT PEO-EAG-3-36-0094-TBD-2026
NYS DOT PIN NO: 6906.TBD**

WHEREAS, Yates County had applied for a grant from the Federal Aviation Agency (\$136,350 = FAA 90%) and the New York State Department of Transportation (\$7,580 = NYS DOT 5%) to pay 95% combined of the allowable costs incurred for Runway 1-19 REIL Replacement (Construction) for the Penn Yan – Yates County Airport with a \$7,580 (5%) County share; and

WHEREAS, C&S has submitted a consultant agreement for the project construction oversight, administration and testing work in the amount of \$64,000;

NOW THEREFORE, BE IT RESOLVED, the Yates County Legislature accepts the C&S consultant agreement for the design work in the amount of \$64,000 as being reasonable and no IFE is required; and

BE IT FURTHER RESOLVED the Legislature authorizes the Chair of the Legislature, after review and signature by the County Attorney, to sign and execute the C&S consultant agreement for this project and sign associated IFE reasonableness letter.

RESOLVED, that copies of this resolution be furnished to the Yates County Treasurer, Finance Director, Airport Council, and C&S Companies.



Seneca Flight Operations
A division of Seneca Foods Corporation



MEMORANDUM

TO: Yates County Legislature
FR: Rich Leppert
RE: Airport operations – December 2025
DATE: December 23, 2025

Attached is the monthly airport operations report generated by 1200.aero, an online tracking system that provides airport operating statistics using Automatic Dependent Surveillance – Broadcast (ADS-B) tracking from aircraft using the Penn Yan / Yates County Airport.

DECEMBER 2025 (Through 12/23/2025)

TOTAL OPERATIONS	407
AVG OPS PER DAY	17.7
TOTAL NOVEMBER 2024	398

1. Trees removed that blocked view for Taxiway A Runway 10/28. Dick Harper working with Friendly Dodge to remove remaining trees – they will need to move vehicles to insure nothing is damaged. Should take less than a day to complete. Having leaves off trees has made it less of a hazard for now
2. The last available T Hangar was reserved for January so as of January 1, 2026 we will have no T Hangars available
3. We update the Hangar leases every January. At this time, two of the existing Hangar tenants have failed to renew – these are the same 2 tenants that waited until the last minute last year (Matt Matchell and Jacqueline Miller).
4. Skydive Seneca Lake is working on final plans to bring skydiving to airport in 2026. They are waiting for feedback from Scott Falvey re: their Hold Harmless Agreement to see if the county needs any additional language added to that Agreement.
5. We have had seven flights in December from NetJets. This is significant since they typically stopped coming to Penn Yan after Mid November in the past. The change is due to the deice program we now have in place.
6. We would like to schedule an airport tour and review for the Legislature in the future. Can we set a date in the Spring to do this?

Ad Hoc Public Safety Facility Committee Report – January, 2026

1. The draft contract for construction management services with Pike has been prepared by SMRT, reviewed by the ad hoc committee and county attorney, and returned comments to Pike and SMRT. SMRT is preparing a final version for signatures.
2. Space needs based on the November 19th program verification meeting were reviewed at a meeting with available ad hoc committee members and representatives from SMRT and Pike on December 18th.
3. Robert Cuttita, a consultant for SMRT and former employee of the NYS Department of Corrections and Community Services will make a presentation on classification of incarcerated individuals at one of the January 2026 meetings.
4. The consultants intend to prepare conceptual plans and cost estimates for three (3) approaches – an all new facility, a combination of new construction with renovation of the existing PSB and renovation of the PSB. The concepts will be presented to the ad hoc committee in late January. That committee will make a recommendation to the Public Works Committee and Legislature on which concept to pursue for schematic design, the next phase of the project, for approval in February or March.