



TIOGA COUNTY  
DEPARTMENT OF PUBLIC WORKS COMMITTEE MINUTES  
Thursday, July 10, 2025  
9:00 am

➤ ATTENDANCE

➤ Legislators

- Marté Sauerbrey, Legislative Chair
- Barbara Roberts, Public Works Committee Chair
- Ray Bunce, Public Works Committee
- William Standinger, Public Works Committee
- Ron Ciotoli, Public Works Committee

➤ Staff

- Gary Hammond, Commissioner
- Justin Ruggiero, Deputy Commissioner

➤ Guests

- Jackson Bailey, County Administrator
- Peter DeWind, County Attorney
- Cathy Haskell, Legislative Clerk

➤ APPROVAL OF MINUTES

- A motion to approve the minutes as submitted for the June 5, 2025 meeting was made by Mrs. Roberts, seconded by Mr. Ciotoli. All in favor. Motion carried.

➤ FINANCIAL

- YTD Budget Summary was shared with the committee.

➤ OLD BUSINESS

- Cleaning for the CAC was revisited. Mr. Ruggiero shared the scope of work with Mrs. Roberts and further communicated to the committee that the proposed services could be absorbed without additional resources. The committee determined that Public Works would perform the cleaning services for the CAC and should a cleaning emergency arise, the cleaners would respond in the same manner as any other building. The supplies used in cleaning the CAC would be provided by DSS. All in favor. Motion carried.

➤ NEW BUSINESS

- Mr. Hammond reported on Buildings and Grounds.
  - One office was moved and a second office was built for a new employee in the District Attorney's Office.

## Department of Public Works

477 State Route 96 Owego, NY 13827



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

- New backup heaters were installed in 56 Main St.
  - Lawns were mowed four separate times.
  - The old flagpole lights at the Public Safety Building were dug out and two new flagpole lights were installed.
  - A new sign at 56 Main St. was installed.
- Mr. Hammond reported on the Highway Department.
- Multiple culverts were replaced on West Creek Road.
  - Ditching operations were performed on West Creek Road.
  - Milled rebate operations were performed on West Creek Road.
  - Mr. Standinger inquired on work being performed on Goodrich Road to which Mr. Hammond claimed that this particular culvert was so low in depth that a much larger than average excavation effort was needed to perform the replacement. Mr. Hammond then stated that Broome Bituminous Products would pave the road based on various OGS bids that had taken place throughout the state.
  - Culverts damaged in a storm were repaired and cleared of debris.
  - Mowing operations were performed on several County roads.
  - Ditching operations were performed on Straits Corners Road.
  - Striping on several County roads were performed.
- Mr. Ruggiero reported on the Buildings and Grounds Capital Projects.
- The design phase was nearing completion on the Court Annex/Clerks roof and Court House roof and exterior improvements project.
  - Troubleshooting and mechanical work for the Court Annex and Probation rooftop HVAC units were still in progress.
  - For the Ronald E. Dougherty County Office Building South Wing HVAC project, wall-mounted recessed heating units were installed, ventilation repair work was performed under warranty, and balancing for the ceiling cassettes was still being performed.
  - The bid opening for the Ronald E. Dougherty County Office Building North Wing HVAC upgrade project was moved to Wednesday, July 23, 2025 to accommodate a control work allowance resolution. The pre-ordered equipment is scheduled to arrive in late July with no conflicting information at hand.
  - One new heating boiler was on standby for installation at the Public Safety Building.
  - Repair work on the VFD cooling fan was being scheduled.
  - The costs for the Public Safety Building control work proposal that was presented were significantly higher than what had been reported in the previous committee meeting. Multiple committee members were critical of



the quote associated with upgrading the controls in the Public Safety Building and expressed strong interest in moving forward with exploratory efforts to increase the competitiveness of the costs for the upgrade. Mr. Jackson also encouraged Public Works to research grants regarding energy efficiency upgrades associated with municipal building construction.

- Mr. Ruggiero reported on the Highway Capital Projects.
  - The Harnick Road bridge was closed on July 7, 2025. Construction is estimated to last until late November.
  - The East Spencer Road bridge was closed on July 7, 2025. Construction is estimated to last until late September.
  - The West Creek Road paving project is to begin on July 11, 2025.
  - The bid for the construction of the Day Hollow Road culvert will be held sometime in Fall 2025.
  - The Glenmary Drive bridge by Thorn Hollow Road is in the preliminary design phase.
  - The Straits Corners Road bridge over Pipe Creek is in the preliminary design phase.
  - The Brown Road bridge over East Branch Owego Creek is in the preliminary design phase.
  - The Halsey Valley Road culvert contract was changed because this was upgraded to a bridge.
- MISCELLANEOUS
  - The 2026 budget for Public Works was still being developed. Mr. Jackson offered to assist Public Works in budgeting in the coming weeks.
  - Mr. Hammond addressed the Strategic Plan for Public Works and explained that the in-house CDL program was fully operational.
- PERSONNEL
  - Mr. Hammond notified the committee that Jason Anderson will begin working on July 16, 2025 as the Project Technician of Public Works.
  - Mr. Hammond notified the committee that Heidi Conroy will begin working on July 14, 2025 as an Accounting Associate III.
  - Mr. Hammond notified the committee that Tammy Hummel will begin working on July 16, 2025 as the Secretary to Commissioner of Public Works.
- RESOLUTIONS
  - Appoint Public Works Project Technician – Personnel, Public Works
    - Mr. Standinger (aye), Mr. Ciotoli (aye), Mr. Bunce (aye), Mrs. Roberts (aye)
  - Appoint Secretary to Commissioner of Public Works – Personnel, Public Works

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- Mr. Standinger (aye), Mr. Ciotoli (aye), Mr. Bunce (aye), Mrs. Roberts (aye)
- Create Allowance for the Control Work on the Ronald E. Dougherty North Wing HVAC Project – Public Works; Finance, Legal, and Safety
  - Mr. Standinger (aye), Mr. Ciotoli (aye), Mr. Bunce (aye), Mrs. Roberts (aye)
- Award Design Services to McFarland Johnson for Halsey Valley Road Culvert – Public Works
  - Mr. Standinger (aye), Mr. Ciotoli (aye), Mr. Bunce (aye), Mrs. Roberts (aye)
- Award Construction Inspection and Construction Services to Delta Engineers for Harnick Road Bridge – Public Works
  - Mr. Standinger (aye), Mr. Ciotoli (aye), Mr. Bunce (aye), Mrs. Roberts (aye)
- PROCLAMATIONS
  - None
- EXECUTIVE SESSION
  - A request to enter an executive session to discuss a real estate matter was made by Mr. Hammond. A motion to enter an executive session was made by Mrs. Roberts and seconded by Mr. Bunce. A motion to adjourn the executive session was made by Mrs. Roberts and seconded by Mr. Ciotoli.
- ADJOURNMENT
  - The meeting was adjourned at 9:55 am.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Gary Hammond", is written over a light blue horizontal line.

Gary Hammond P.E.  
Commissioner of Public Works