



TIOGA COUNTY
DEPARTMENT OF PUBLIC WORKS COMMITTEE MINUTES
Thursday, December 4, 2025
9:00 am

○ ATTENDANCE

➤ Legislators

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

➤ Staff

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

➤ Guests

- Jackson Bailey, County Administrator
- Cathy Haskell, Legislative Clerk

○ APPROVAL OF MINUTES

- A motion to approve the minutes as submitted for November 6th, 2025, meeting was made by Ron Ciotoli, seconded by Ray Bunce. All in favor. Motion carried.

○ FINANCIAL

- YTD Budget Summary was shared with the committee.

○ OLD BUSINESS

- Training and certification for NARCAN, First Aid/CPR and Benefits was held on November 7th, 2025, with attendees from the Highway Department and Buildings & Grounds. All Public Works vehicles are now stocked with NARCAN.
- A status update was given for the Tioga County Strategic Plan for 2026.

○ NEW BUSINESS

- Mr. Hammond reported on Buildings and Grounds
- The work on the North Wing HVAC project at 56 Main Street continues.
 - The remodel of the Legislative Offices at 56 Main Street also continues.
 - The new heating and colling controls at the court Annex and Probation are finished and running smoothly.

Department of Public Works

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- The dental van was moved from Waverly to Tioga School.
 - Six (6) new locks were installed at Tioga County Mental Hygiene for active shooter deterrent.
 - Equipment has been prepped for winter.
 - Fall leaves have been picked up and removed from all buildings.
 - There has been one (1) accident at H.H.S. with a snowplow. A memo to the Department Heads will be sent to remind employees to park on the mountain side of the parking lot if they are leaving vehicles overnight.
- Mr. Hammond reported on the Highway Department.
- Ditching operations are continuing at Straits Corners Road as part of the prep work for paving next year.
 - Highway cut trees with Tri-County Tree Service on Straits Corners Road, East River Drive, Halsey Valley Road and at H.H.S.
 - Tree trimming with the bucket truck has been on West Creek Road, Harford Road, Day Hollow Road and Ellis Creek Road.
 - Hauled sand to mix with salt.
 - Washed all the trucks.
 - Trucks have been prepped for winter
 - Three (3) of the four (4) new trucks have been received and have only required minor adjustments.
- Mr. Hammond reported on the Buildings and Grounds Capital Projects.
- The court Annex/Clerks and Courthouse roof project has been posted online with a bid opening for Wednesday, January 7th, 2026.
 - The Ronald E. Dougherty Office Building North Wing HVAC upgrade project is continuing with minimal disruptions and on schedule
 - The Public Safety Building New Utility Roll-up Door is still in design.
 - The Public Safety Building control work project scope is being reviewed.
 - The Car Wash at Delphine Street is in final design. The bid is expected to take place in April and construction to last 3-4 months.
- Mr. Hammond reported on the Highway Capital Projects.
- Harnick Road Bridge has been opened.
 - East Spencer Road Bridge has also been opened.
 - Day Hollow Road Culvert is back in design phase due to the additional scope of work; drainage pipes have been shifted for the right of way issues.
 - Glenmary Drive by Thorn Hollow Road is in preliminary design phase.
 - Straits corners Road over Pipe creek is in preliminary design phase.

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- Brown Road Bridge over East Branch Owego Creek is in preliminary design phase. We met with the engineer one (1) week ago. This bridge is closed and will remain closed through construction.
- Halsey Valley Road Culvert is in preliminary design phase.
- PERSONNEL
 - None
- RESOLUTIONS
 - Amend 2025 Capital Budget, Transfer of Capital Funds to Offset Culvert Replacement Costs
 - William Standinger (aye), Ron Ciotoli (aye), Ray Bunce (aye), Barbara Roberts (aye)
- PROCLAMATIONS
 - On this occasion, as her last Public Works Committee Meeting, we would like to extend to Marté Sauerbrey how pleased we have been to have you as a Legislative Chair and thank you for your support of Tioga County Public Works.
 - Also on this occasion, as her last Public Works Committee Meeting, we would like to extend to Barbara Roberts how pleased we have been to work with you as Committee Chair and wish you well in your new endeavors at Treasury.
- EXECUTIVE SESSION
 - A request to enter an executive session to discuss a real estate matter was made by Mr. Gary Hammond. A motion to enter an executive session was made by Mr. Standinger at 9:25 am and seconded by Mr. Bunce. A motion to adjourn the executive session was made by Mr. Ciotoli at 9:50 am and seconded by Mr. Bunce.
- ADJOURNMENT
 - The meeting was adjourned at 9:50 am.

Respectfully submitted,

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

Gary Hammond
Commissioner of Public Works