

Department of Public Works

477 State Route 96 Owego, NY 13827

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

TIOGA COUNTY
DEPARTMENT OF PUBLIC WORKS COMMITTEE MINUTES
Thursday, November 6, 2025
9:00 am

- ATTENDANCE
 - Legislators
 - Marté Sauerbrey, Legislative Chair
 - William Standinger, Public Works Committee
 - Ron Ciotoli, Public Works Committee
 - Ray Bunce, Public Works Committee
 - Staff
 - 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 the October 9, 2025, meeting was made by Ron Ciotoli, seconded by William Standinger. All in favor. Motion carried.
- FINANCIAL
 - YTD Budget Summary was shared with the committee.
- OLD BUSINESS
 - None
- NEW BUSINESS
 - Mr. Ruggiero reported on Buildings and Grounds
 - The remodel of the Legislative Offices at 56 Main St. continues.
 - Handicap signage was installed in all offices at 56 Main St. for the safety officer.
 - Buildings and Grounds started the North Wing HVAC project as the general contractor.
 - Cabinets were moved and installed at H.H.S. Building.
 - The new boiler was installed at the Court Annex.
 - Many lights were repaired on the County buildings and parking lots.

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- The dental van was moved to Lincoln Street Elementary in Waverly.
- The building areas were mowed and also mowed in Marvin Park to support the Pumpkin Smash event scheduled November 8th.
- Mr. Ruggiero reported on the Highway Department.
 - Ditching operations on Straits Corners Road are being done as part of prep work for paving next year.
 - Shoulder work done to complete Sulphur Springs Road.
 - Patch paving as needed.
 - Winterized the DPW trucks in preparation for the cold and snow fall.
 - Trees were cut at H.H.S. Building
 - Creek cleaning operations in Lounsbury.
 - Cleaned the creek on West Creek Road.
 - Cleaned the creek on Straits Corners Road
 - Cleaned the creek on Halsey Valley Road.
 - Roadside mowing continues.
- Mr. Ruggiero reported on the Buildings and Grounds Capital Projects.
 - The drawings for the Court Annex/Clerks and Courthouse roof project have been requested from C&S. Once in possession, the project will be put out for bid.
 - The Court Annex boiler is assembled and being installed by Martin Plumbing with startup and commissioning scheduled Tuesday, November 4th, 2025. Martin Plumbing is returning this week to work through start up issues.
 - Commissioning for the Court Annex VAV valves is scheduled for Monday, November 3rd, 2025.
 - Ronald E. Dougherty County Office Building North Wing HVAC upgrade project has begun with minimal issues. A change order of approximately \$1,800 is expected for a CU bracket.
 - Public Safety Building new utility roll-up door meeting with Delta took place on Monday, November 3rd, 2025, with another meeting scheduled next week.
 - The Public Safety Building control work project scope is being reviewed.
- Mr. Anderson reported on the Highway Capital Projects.
 - Harnick Road Bridge is tentatively scheduled for opening Friday, November 14th, 2025.
 - East Spencer Road Bridge is tentatively opening Friday, November 7th, 2025.

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- Day Hollow Road Culvert is back in design phase due to additional scope of work; right-of-way paperwork is still being signed.
 - Glenmary Drive by Thorn Hollow Road is in preliminary design phase.
 - Straits Corners Road Bridge 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.
 - All paving projects for 2025 are complete.
- PERSONNEL
 - None
 - RESOLUTIONS
 - Requesting Tioga County Department of Public Works be allowed to exceed food and beverage purchase guidelines
 - Ron Ciotoli (aye), Ray Bunce (aye), William Standinger (aye)
 - PROCLAMATIONS
 - None
 - EXECUTIVE SESSION
 - None
 - ADJOURNMENT
 - The meeting was adjourned at 9:20 am.

Respectfully submitted,

Justin Ruggiero

Justin Ruggiero
Deputy Commissioner of Public Works