



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.

## Department of Public Works

477 State Route 96 Owego, NY 13827

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



- 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 8<sup>th</sup>.
- 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 Lounsberry.
  - 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 4<sup>th</sup>, 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 3<sup>rd</sup>, 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 3<sup>rd</sup>, 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 14<sup>th</sup>, 2025.
  - East Spencer Road Bridge is tentatively opening Friday, November 7<sup>th</sup>, 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,

A handwritten signature in cursive script that reads "Justin Ruggiero".

Justin Ruggiero

Deputy Commissioner of Public Works