



County of Orleans

**Department of Highways/Buildings &  
Grounds**

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## ORLEANS COUNTY BUILDINGS & GROUNDS DEPARTMENT

The Orleans County Buildings & Grounds Department has 15 full-time employees. This department is responsible for maintenance and management of all county facilities to insure that County departments can operate in facilities that are properly maintained, clean and safe for County employees and the general public. This department is responsible for the maintenance and operational condition of 13 buildings, 4 pole barns and a new buildings on Academy Street totaling 248,619 square feet, 28 departments, have a fleet of 11 trucks and vehicles, 2 zero turn mowers, 60' boom lift, bobcat, trailers and a tow motor. We provide maintenance renovation, new construction, up keep of electrical, lighting, plumbing, heating/ ventilation systems, ground keeping and overall janitorial cleaning services to these facilities.

We are required to remove and salt snow and ice from county office parking lots, steps and sidewalks. We maintain records for cost information on labor, equipment and materials which plays an essential part in maintaining job costing. We mow all county buildings lawns and do the trimming of trees and bushes.

We provide 24-7 emergency service for all County buildings. Our office maintains phone system technical support lines and the purchasing of new phones for departments. We work in collaboration with Orleans County Planning Department to provide maintenance on our docks, grounds, buildings and any electrical issues at the Marine Park at Point Breeze. We also maintain the county cemetery – Alms “Poor House Cemetery” on West County House Road. We also deliver inter-department mail.

We provide support staff for the archiving of Orleans County Records. This work details pulling of files and loading them on a truck from Shred-it that is hired by the county for the destruction which is adhering to the State Guidelines for Records retention.

The Orleans County Buildings & Grounds Department works cooperatively with the Highway Department and the Fuel Farm on maintaining their needs since our merger.

Our goals are to restore and upgrade current buildings over time to try and keep cost to a minimum. We strive to find cost effective ways to complete our projects.

In 2016 we replaced the Treasurers front door and repaired and painted the entrance way, upgrades to the EMO Fire Training tower, installed new hand rails system to the Courthouse square buildings, had the Courthouse and Legislatures buildings painted, installed a new HVAC controls computer software program, Marine Park upgrades: fisher grinder, installed playground and new boards on finger for docs, remodeled the Vets building for security issues and new carpet & updated the verbiage on exterior sign, carpeted and tiled Real Property's office, installed new runs at Animal Control along with a new exterior sign, finished the EAP workout room, installed new carpet in Dispatch at PSB, replaced the antique electric panel in the Courthouse, installed a new roof on the E-Waste building, new ramp at Mental Health, installed new wooden door on South end of Courthouse plaza entry, purchased new iron benches for Courthouse, remodeled/made a new office for Mental Health, installed new door in Highway, interior foundation work completed on walls in Courthouse basement and installed new windows in Legislature chambers and Clerk's/abstract building.

Buildings and Grounds together with our IT Department has added cameras in and outside of our buildings. Central Hall painting, window replacement for Courthouse, Clerk's Building and Central Hall make for some of our goals for the future.

We provide a Collection Site Recycling Service with Sunking Electronic Recycling, which is located on Academy Street in Albion for all Orleans County residents at no cost. There are also (2) two other sites – Town of Murray and Town of Shelby's Highway garage

Orleans County consolidation of Highway/Buildings and Grounds continues to be challenging, but we are striving to do more with our County workforce to help cut costs for our taxpayers.

*Gerald R. Gray, Superintendent  
Highway/Buildings and Grounds  
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