

Agenda
Administrative Services Committee Meeting
Monday, May 15, 2017
Time: 6:30 p.m.

Roll Call: **Robert A. Corradino, Chairman**
 Eric I. VanBuren
 Caitlin E. Reynolds
 Shawn P. Walker
 Nathan S. Emmons

Approve minutes of May 1, 2017 Committee Meeting.

I. Old Business:

II. New Business:

Authorization:

1. Tom Kells, DPW Commissioner, is requesting approval to charge a \$10.00 per hour fee, with one (1) hour minimum for use of the fish cleaning stations. Attachment
2. Tom Kells, DPW Commissioner, is requesting an increase in the fee for non-compliant water meters from \$50.00 to \$100.00. Attachment
3. The Clerk's Office is forwarding herewith for your review and consideration the Home Rule Request regarding the City of Oswego additional one percent (1%) sales and compensating use tax for the period December 1, 2017 and ending November 30, 2019. Attachment
4. The Engineer's Office states the City of Oswego and the New York State Department of Transportation have entered into a Master Agreement for the Route 48 Emergency Slope Stabilization and Highway Repairs Pin No. 375628. The City is proposing to shift the current roadway alignment of the NYS Route 48 to the west, 12 feet, and install a 300-foot long soldier pile and lagging wall along the failing slope (east of the roadway).

The Engineering Office requests that upon determination and in compliance with the requirements of SEQRA and the regulations, Mayor William J. Barlow, Jr. is hereby authorized to sign and complete Parts 1 and 3 of the SEAF for said project. Attachment

5. Randall Griffin, Fire Chief, is requesting permission to send one (1) personnel to the Train-the-Trainer Program June 1, 2017 at Cornell Cooperative Extension, Voorheesville, New York. Attachment
6. The Wastewater Department is requesting permission for Timothy Woodard to travel from June 11, 2017 to June 16, 2017. This is for the Basic Laboratory Course at SUNY Morrisville Environmental Training Center. This is the second of four courses needed to acquire his Operator Training License. Attachment
7. Nancy Sterio, Personnel Director, is requesting to travel to the NYS Public Employers Labor Relations Association (NYSPELRA) Annual conference in Saratoga Springs, New York, being held July 18, 2017 through July 21, 2017. Attachment

8. Mayor William J Barlow, Jr., wishes to execute an agreement with three+one services to provide proprietary reports and data that can be used internally-and externally- to achieve higher income on the City's low and non-performing operating dollars. Through a comprehensive liquidity analysis, three+one will identify and quantify the time horizon and worth of all operating capital, which can be used to achieve new sources of income through the City's financial institution.

I am requesting a Transfer of funds from the contingent account A.1991.0460 to A.1210.0440 for \$9,900. If three+one does not find \$50,000 in savings, the initial analysis fee is waived. Three+one conducts their full analysis in four weeks. Attachment

A representative from three+one will be present for committee discussion.

9. Mayor William J. Barlow, Jr. and Members of the Common Council wish to create a Laborer position in the DPW as a result of handling Code Enforcement nuisance violation work in-house, rather than hiring an outside contractor, and request authorization to transfer funds for the position.
10. Mayor William J. Barlow, Jr., and Members of the Common Council wish to add a part time Code Enforcement Clerk to the Code Enforcement Office and request authorization to transfer funds for the position.
11. Justin Rudgick, Community Development Director, states that the Community Development Office with the support of the Mayor is proposing to relocate the Rental Assistance Program to 22 W. Mohawk Street to be known as Harbour Hall. The relocation is precipitated from the need to relocate the Joint City/County Drug Taskforce. Attachment

Discussion:

12. Tom Kells, DPW Commissioner has been approached by the Oswego YMCA to bring a proposed agreement regarding the Charles E Gallagher Pool for Council Consideration.

EXECUTIVE SESSION:

13. Kevin Caraccioli, City Attorney, requests an Executive Session regarding proposed, pending or current litigation; Re: Harbor House Condominiums.