

**ADMINISTRATIVE SERVICES
COMMITTEE MEETING
January 22, 2019**

Chairman Corradino called the meeting to order at 6:31 p.m. in the 2nd floor Common Council Chambers of City Hall.

MEMBERS PRESENT: Councilor Corradino, Councilor DeMassi, Councilor Hill, Councilor Tesoriero, and Councilor Wilmott.

OTHERS PRESENT: Councilor McBrearty; Councilor Gosek; William Barlow, Mayor; Nancy Sterio, Personnel Director; Kevin Caraccioli, City Attorney; Deborah Coad, City Chamberlain; Tom Kells, Commissioner of Public Works; Tom Reynolds, Assistant City Attorney; Brian Chetney, Director of the Oswego City/County Youth Bureau; and Caroline Anderson, Animal Control Officer.

MEDIA PRESENT: Steve Yablonski, Oswego Daily News; Matthew Ritz, Palladium Times.

A motion to approve the minutes of January 7, 2019 was made by Councilor Tesoriero and seconded by Councilor Wilmott; minutes were approved by a unanimous vote.

I. OLD BUSINESS: There was no old business.

II. NEW BUSINESS:

Authorization:

1. The Wastewater Department requests authorization for Mayor Barlow to enter into an agreement with Brown and Caldwell for Engineering Services for design services for the Westside HVAC System. Ken Scherrieble said they interviewed engineering firms and this is the best proposal. Councilor Tesoriero asked if this is just for the design and Ken Scherrieble said yes. Councilor Corradino asked the figure. Ken Scherrieble said \$70,000.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council granting authorization for Mayor Barlow to enter into an agreement with Brown and Caldwell for Engineering Services for design services for the Westside HVAC System. Councilor DeMassi seconded the motion, unanimous approval.

THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.

2. The Engineering Department request approval of Change Order No. 3 for the general contract with W.D. Malone Trucking & Excavating, Inc. for the West Side Rehabilitation of Sanitary Sewer-Second 25% in the amount of \$0 for additional work. Funds provided from allowance under BI-13 Miscellaneous additional work. Bob Johnson said they had two sewers that were bad. He said they kept track of the time and materials. He said it came in under the threshold for the additional allowance. Councilor Corradino asked what the additional amount was. Bob Johnson said \$130,563.22. He said the work had to be done.

COMMITTEE DECISION: Councilor DeMassi made a motion to forward a favorable recommendation to the Full Council granting approval of Change Order No. 3 for the general contract with W.D. Malone Trucking & Excavating, Inc. for the West Side Rehabilitation of Sanitary Sewer-Second 25% in the amount of \$0 for additional work. Councilor Tesoriero seconded the motion, unanimous approval.

THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.

3. Nancy Sterio, Personnel Director and Chair of the City of Oswego Deferred Compensation Board, asks for award of contract to Generation Capital Management, LLC for Investment Advisory Services. In addition, she asks for authorization for Mayor Barlow to enter into this agreement. Ms. Sterio said awarding this contract gives their employees a little more flexibility with regards to where they plan their retirement savings account. She said Generation Capital is the only one who submitted a proposal. She said she looked at it with Mrs. Coad and Mark Tesoriero and they felt that what they were offering was a good opportunity for the employees.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council authorizing award of contract to Generation Capital Management, LLC for Investment Advisory Services and authorizing Mayor Barlow to enter into this agreement. Councilor DeMassi seconded the motion, unanimous approval.

THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.

4. The Engineering Department, request the Mayor be authorized to sign the proposal with Bergmann Architects to inspect the High Dam Hydroelectric Facility in order to meet the FERC requirement. Bob Johnson said the FERC requires them to do every five years an under water investigation of the spillway and foundation of the powerhouse. He said last time they hired Bergmann and they want to get the same crew in for continuity with the reporting. He said the item is in the budget.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council authorizing the Mayor to sign the proposal with Bergmann

Architects to inspect the High Dam Hydroelectric Facility in order to meet the FERC requirement. Councilor DeMassi seconded the motion, unanimous approval.

THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.

5. Caroline Anderson, Animal Control Officer requests council approval to accept the low bid by the Mason Company for the manufacture cat towers and cat runs at the Oswego Animal Shelter. Caroline Anderson said this is a purchase that was budgeted in the 2018 budget. She said this was the only bid submitted. She said they have purchased from them before and they have high quality cages.

COMMITTEE DECISION: Councilor Wilmott made a motion to forward a favorable recommendation to the Full Council granting approval to accept the low bid by the Mason Company for the manufacture cat towers and cat runs at the Oswego Animal Shelter. Councilor DeMassi seconded the motion, unanimous approval.

THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.

6. Thomas Reynolds, Assistant City Attorney, requests that the Administrative Services Committee review and forward this proposed Agreement of Sewer Use between the City of Oswego and the State University of New York College at Oswego, to the full Council for authorization for Mayor Barlow to execute the agreement. Mr. Reynolds said this contract has been a long time coming. He said the last contract expired in 2015. He said he has been negotiating since June 2016. He said they have added escalation clauses with late payment penalties with provisions that allow for continuing escalation if SUNY Oswego fails to come to the negotiating table or they don't arrive at a contract. He said one of the sticking points is the DPW and the Water Department wanted to have the opportunity to look at the facilities at SUNY Oswego to make sure they had a handle on what is going into the system. He said SUNY Oswego denied that. He said they had to go to their counsel to get an opinion as to whether they could be required to allow the city to do that inspection. He said they finally got an opinion favorable to the City of Oswego that they can inspect. He said this contract takes into account bringing up the rate up to the actual cost and it will be retroactive to the date the contract expired. He said once the contract is approved, they will get a retroactive check based on the meter usage. He said right now the city stands to get a check for just under \$300,000. He said the college will also pay a portion of the infrastructure improvements to the Westside Water Treatment Plant. He said the contract also requires SUNY Oswego to notify the city when they change, modify or update their system.

COMMITTEE DECISION: Councilor DeMassi made a motion to forward a favorable recommendation to the Full Council authorizing Mayor Barlow to execute the Agreement of

Sewer Use between the City of Oswego and the State University of New York College at Oswego. Councilor Tesoriero seconded the motion, unanimous approval.

THE ASSISTANT CITY ATTORNEY'S OFFICE WILL PREPARE THE RESOLUTION.

7. Mayor William J. Barlow, Jr. and Nancy Sterio, Personnel Director, request discussion and authorization to become a "Select Employer Group" with the Empower Federal Credit Union. Ms. Sterio said this involves allowing our employees and their family members to become members of Empower Credit Union. David Duerr said Empower is a Select Employee Group credit union. He said in order to become a member of Empower you have to be a member of a select employee group. He said they will send a letter to National Credit Union Administration to ask if the City of Oswego can become a Select Employee Group of Empower. He said there is no charge to the City of Oswego. Councilor Hill asked if they would be restricted only to Empower. Mr. Duerr said no. Councilor Corradino asked if Empower approached the City or did the City approach Empower. Charlie Noel said she approached the Mayor via email.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council granting authorization to become a "Select Employer Group" with the Empower Federal Credit Union. Councilor Wilmott seconded the motion, unanimous approval.

THE PERSONNEL DEPARTMENT WILL PREPARE THE RESOLUTION.

8. Mayor William J. Barlow, Jr., requests discussion regarding the sewer rate schedule. The sewer rate schedule applying to the flat sewer rate shall be abandoned and be replaced with the following rate schedule: flat rate water shall be \$75/quarter and flat rate sewer shall be \$150/quarter. Mayor Barlow said this would be a \$200 per year reduction in the city water and sewer bill. He said this comes off of the sewer portion. He said they took swift action when he took office in 2016. He said they brought in Ken Scherrieble and did the asset management plan. He said they were able to apply for grants that in the past they couldn't apply for and won \$5 million in the two years. He said they implemented the commercial sewer rate for large users in the city. He said they were paying minimal compared to the home owners. He said now they are paying their fair share. He said they negotiated a deal with the County Legislature which was worth \$200,000. He said all of these items have gotten us to this point. He said the staff at the Wastewater facility has done a remarkable job. He said they are now a more proactive group. He said it is also a testament to Ken Scherrieble and his ability to get the staff to be happy to work for him. He said flat rates are all owner occupied home owners so that is his first obligation. He said if you are an owner occupied home owner with a meter your base is \$205 and then you are only charged for what you use. He said he would encourage flat rate users to keep moving to meters because it is cheaper and fairer across the board. Councilor McBrearty asked if there is a way for

the city to move towards mandating a meter across the board. Mayor Barlow said he recommends everyone go to a meter. He said he is uncomfortable with mandating the public to do anything. He said there has been an increase in meter sales since they took office. Brian Folgherait said he is all for lowering water rates. He said the issue is the implementation of it with the flat rate. He said you are going to have an unmetered rate within \$20 of the lowest metered rate. He said there will be a lack of incentive to get a meter. He asked if they could finance meters for the flat rate users instead. He said of all the cities the size of Oswego and larger in New York State, only three are unmetered. Mayor Barlow said they are lowering the sewer rate and not the water rate so you can't take the excessive funds from the sewer fund to buy water meters. He said they are two separate pots of money that can't be mixed.

COMMITTEE DECISION: Councilor Tesoriero made a motion to forward a favorable recommendation to the Full Council authorizing a change to the sewer rate schedule in which the flat sewer rate shall be abandoned and be replaced with the following rate schedule: flat rate water shall be \$75/quarter and flat rate sewer shall be \$150/quarter. Councilor Wilmott seconded the motion, unanimous approval.

THE MAYOR'S OFFICE WILL PREPARE THE RESOLUTION.

A motion to adjourn the meeting was made at 7:25 p.m. by Councilor Hill. A second was made by Councilor DeMassi, and was unanimously approved.

Respectfully Submitted,

Mary M. Annal
Recording Secretary