

**ADMINISTRATIVE SERVICES
COMMITTEE MEETING
January 6, 2020**

Chairman Corradino called the meeting to order at 6:30 p.m. in the 2nd floor Common Council Chambers of City Hall.

MEMBERS PRESENT: Councilor Corradino, Councilor Burridge, Councilor Hill, Councilor Tesoriero, Councilor McBrearty.

OTHERS PRESENT: Councilor Walker; Councilor Gosek; William Barlow, Mayor; Nancy Sterio, Personnel Director; Kevin Caraccioli, City Attorney; Deborah Coad, City Chamberlain; Tom Kells, Commissioner of Public Works; Randall Griffin, Fire Chief; Susan Gentile, City Assessor.

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

A motion to approve the minutes of December 2, 2019 meeting was made by Councilor Tesoriero and seconded by Councilor Hill; minutes were approved by a unanimous vote.

OLD BUSINESS: There was no old business.

NEW BUSINESS:

1. Nancy Sterio, Personnel Director, requests authorization for Mayor William J. Barlow, Jr. to sign rate increases with Oswego Hospital to perform various medical testing and physicals. Nancy Sterio said that for several years the City has contracted with Oswego Hospital for physicals and other testing. She said that the last time they had a rate increase was 2014. She said that this was standard but would be happy to answer any questions. Councilor Corradino said that the information Nancy had provided was very helpful.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council to authorize the Mayor to sign rate increases with Oswego Hospital to perform various medical testing and physicals. Councilor Tesoriero seconded the motion, and was unanimously approved.

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

2. Randall B. Griffin, Fire Chief, requests an inter-departmental transfer in the amount of \$21,450.00. Randall Griffin said that this is a transfer of funds. He said they allow their members to choose whether to get a cash option for their uniforms or use the City's purchasing policy to purchase their uniforms. He said this represents those members that have opted to purchase through the City's purchasing policy. Councilor Corradino asked for clarification about this amount coming out of the payroll. Randall Griffin said that the money is contractual, so the member would either get this in cash/paid out or if they use it in uniforms it moves over to be used as equipment.

COMMITTEE DECISION: Councilor McBrearty made a motion to forward a favorable recommendation to the Full Council to authorize an inter-departmental transfer in the amount of \$21,450.00. Councilor Hill seconded the motion, and was unanimously approved.

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3. The City Assessor requests discussion regarding the reappointment of Matthew Brancato to the City of Oswego Board of Assessment Review. Susan Gentile said that Mr. Brancato has been on the board for many years now and that members usually serve a five year term. She said that Matthew Brancato's term is up this year. She said that he has expressed interest in remaining the chairman and that she supports that he does. Councilor Tesoriero said that he supports this as well.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council to authorize the reappointment of Matthew Brancato to the City of Oswego Board of Assessment Review. Councilor Burrige seconded the motion, and was unanimously approved.

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4. The Engineering Department requests the Common Council approves the low bid submitted by J & A Mechanical Contractors, Inc. for general construction in the amount of \$606,000.00 for the Westside Wastewater Treatment Plant Rehabilitation of Hydronic Systems Project. Jeffrey Hinderliter said that that this is for a replacement of the current heating system at the Westside Wastewater Treatment facility since the current system is no longer in working condition. He said that the system that is currently at the Wastewater Facility is original to the building and the piping is bursting. Councilor Corradino said that there were two bids for

this, one for J & A Mechanical Contractors, Inc. for \$606,000.00 and one from Ontario HVAC Solutions for \$681,000.00.

COMMITTEE DECISION: Councilor Tesoriero made a motion to forward a favorable recommendation to the Full Council to approve the low bid submitted by J & A Mechanical Contractors, Inc. for general construction in the amount of \$606,000.00 for the Westside Wastewater Treatment Plant Rehabilitation of Hydronic Systems Project. Councilor Burrige seconded the motion, and was unanimously approved.

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

5. The Engineering Department requests that the Mayor be authorized to sign Amendment No. 2 with GHD Consulting Engineers, LLC to include the professional engineering services in the amount of \$494,000.00 for Third 25% of the Combines Sewer Separation Phase 3. Jeffrey Hinderliter said that this is an amendment to retain GHD. He said in previous cases they have done this, taking engineers who designed the contract and bringing them on to be construction inspectors/field staff, and that is what this represents.

COMMITTEE DECISION: Councilor Tesoriero made a motion to forward a favorable recommendation to the Full Council to authorize the Mayor to sign Amendment No. 2 with GHD Consulting Engineers, LLC to include the professional engineering services in the amount of \$494,000.00 for Third 25% of the Combines Sewer Separation Phase 3. Councilor Burrige seconded the motion, and was unanimously approved.

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

6. The Engineering Department requests that the Mayor be authorized to sign Change Order Nos. 1, 2 & 3 for the general contract with W.D. Malone Trucking & Excavating for the State Route 104 Streetscape Improvement Project in the total amount of \$4,796.13. Jeffrey Hinderliter said that these are items that were here before he started but when he talked to Mr. Johnson it was said that these change orders were necessary to keep the project moving forward. He said that the work has already been done and that this is to pay for them. Councilor Corradino asked about the wording of Change Order Number 3. He said that the way it was written made it seem as though the damage that was being repaired was caused by NYS DOT and if they should be held responsible in paying for the damages. Jeffrey Hinderliter said that it is always worth asking.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council to authorize the Mayor to sign Change Order Nos. 1, 2 & 3 for the general contract with W.D. Malone Trucking & Excavating for the State Route 104 Streetscape Improvement Project in the total amount of \$4,796.13. Councilor BurrIDGE seconded the motion, Councilor Tesoriero abstained.

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

7. The Engineering Department requests that the Mayor be authorized to sign the proposal with National Grid to provide lighting to Fifth Avenue with an estimated annual cost of \$96.39. Jeffrey Hinderliter said that it was brought to the City's attention that there were dark spots on 5th Avenue and this is to rectify that. He said that they requested that National Grid put together a quote of what they thought needed to be done and this represents that. Councilor Corradino asked if this is in regards to one pole or three poles, since the wording made it unclear. Curt Miller said that is for three poles. Councilor Walker asked if the cost, \$96.39, was also for all three poles. Curt Miller said yes it was.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council to authorize the Mayor to sign the proposal with National Grid to provide lighting to Fifth Avenue with an estimated annual cost of \$96.39. Councilor BurrIDGE seconded the motion, and was unanimously approved.

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

8. The City Clerk's Office requests approval of ten (10) Solid Waste Applications received for 2020. Councilor Corradino said that this is standard operating procedure.

COMMITTEE DECISION: Councilor Tesoriero made a motion to forward a favorable recommendation to the Full Council to authorize approval of ten (10) Solid Waste Applications received for 2020. Councilor McBrearty seconded the motion, and was unanimously approved.

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

9. The City Clerk's Office requests that the Mayor be authorized to request that our State Legislators prepare and introduce the necessary legislation and authorize the Mayor to execute any and all documents required by our State Legislators and the New York State Department of Taxation & Finance, authorizing one percent (1%) sales and compensating use tax for the period of December 1, 2020 to November 30, 2023. Councilor Corradino said that this is just "re-uping" the 1% sales tax.

COMMITTEE DECISION: Councilor Burrige made a motion to forward a favorable recommendation to the Full Council to authorize the Mayor to request that our State Legislators prepare and introduce the necessary legislation and authorize the Mayor to execute any and all documents required by our State Legislators and the New York State Department of Taxation & Finance, authorizing one percent (1%) sales and compensating use tax for the period of December 1, 2020 to November 30, 2023. Councilor Hill seconded the motion, and was unanimously approved.

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

A motion to adjourn the meeting was made at 6:46 p.m. by Councilor McBrearty. A second was made by Councilor Tesoriero, and was unanimously approved.

Respectfully Submitted,

Brooke Fitzgerald
Recording Secretary