

**ADMINISTRATIVE SERVICES
COMMITTEE MEETING
January 7, 2019**

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 DeMassi, Councilor Hill, Councilor Tesoriero, and Councilor Wilmott.

OTHERS PRESENT: Councilor McBrearty; Councilor Gosek; Nancy Sterio, Personnel Director; Kevin Caraccioli, City Attorney; Deborah Coad, City Chamberlain; Tom Kells, Commissioner of Public Works; Brian Chetney, Director of the Oswego City/County Youth Bureau; and Mark Tesoriero, City Clerk.

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

A motion to approve the minutes of December 3, 2018 was made by Councilor Tesoriero and seconded by Councilor Hill; minutes were approved by a unanimous vote.

I. OLD BUSINESS: There was no old business.

II. NEW BUSINESS:

Authorization:

1. The Clerk's Office request your consideration for (7) companies that have submitted applications and their deposits with the City Clerk for the 2019 Solid Waste License.

COMMITTEE DECISION: Councilor Wilmott made a motion to forward a favorable recommendation to the Full Council granting authorization to issue the Solid Waste Licenses for the year 2019. 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 Office request approval of Change Order No. 3 decreasing the construction contract with WD Malone Trucking and Excavation, Inc. for the NYS Route 48 Slope Stability and Roadway Reconstruction Project in the amount of \$1,643.37. Bob Johnson said this is a closeout. He said it came in a little under what was approved.

COMMITTEE DECISION: Councilor DeMassi made a motion to forward a favorable recommendation to the Full Council granting approval of Change Order No. 3 decreasing the construction contract with WD Malone Trucking and Excavation, Inc. for the NYS Route 48 Slope Stability and Roadway Reconstruction Project in the amount of \$1,643.37. Councilor Hill seconded the motion, unanimous approval.

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

3. The Engineering Office request approval of a Renewal of Operation & Maintenance Agreement for Oswego High Dam Hydroelectric Plant. Bob Johnson said this is the same type of arrangement that they have had. He said nothing has changed in the contract other than price. He said they started at 4%, went down to 3½% and finally ended at 3¼%. He said he doesn't know if they will negotiate anymore. Councilor Corradino said in the contract it didn't break out a review for emergency action plan. Bob Johnson said he tried to pull that out of the contract and they pushed back on it. He said if they want to pull it out then they will have to do all the filing. He said it is a three year contract with a contingency to extend it two years after that.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council granting approval of a Renewal of Operation & Maintenance Agreement for Oswego High Dam Hydroelectric Plant. Councilor Wilmott seconded the motion, vote 4-1 (nay vote from Councilor Tesoriero).

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

4. Brian Chetney, Youth Bureau Executive Director requests approval for the Mayor to sign an agreement between the City of Oswego and County of Oswego to reimburse the City for time spent by the Youth Activities Aide on the AmeriCorps grant program. Brian Chetney said as part of the grant there is money built in to offset the work the Youth Activities Aide will be doing so this is just procedure to accept that funding. Councilor Corradino said the contract was signed by the County Chairman in December and he is no longer the chairman. Mr. Caraccioli said he will check with the County Attorney to make sure it was signed when he was legally the chairman. He said they can have the new chairman sign if necessary.

COMMITTEE DECISION: Councilor Tesoriero made a motion to forward a favorable recommendation to the Full Council granting approval for the Mayor to sign an agreement between the City of Oswego and County of Oswego to reimburse the City for time spent by the Youth Activities Aide on the AmeriCorps grant program. Councilor Hill seconded the motion, unanimous approval.

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

5. The Clerk's Office is requesting the Council to rescind Resolution No. 362, dated October 9, 2018, as a duplicate resolution regarding Change Order No. 1 for the East Side WWTP Dewatering Equipment Replacement for Contract No. 2 with Scriba Electric, Inc. in the amount of \$0. Mark Tesoriero said they had two resolutions passed that authorized the same payment so this is for housekeeping purposes.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council granting approval to rescind Resolution No. 362, dated October 9, 2018, as a duplicate resolution regarding Change Order No. 1 for the East Side WWTP Dewatering Equipment Replacement for Contract No. 2 with Scriba Electric, Inc. in the amount of \$0. Councilor DeMassi seconded the motion, unanimous approval.

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

6. The Wastewater Department is requesting permission for Chris Losurdo, Greg Crouse, and Tim Woodard to travel to SUNY Morrisville Environmental Training Center for courses required to obtain their Operator Licenses. This item was pulled.
7. Mayor William J. Barlow requests permission to enter into an agreement and authorizing funding for the Wladis Law Firm to administer the SEQR process associated with the comprehensive zoning code re-write of the zoning code and is best situated to administer the SEQR during the public discussion and finalization process later this month. The billing rate is \$275/hr, not to exceed \$15,000 total. Mr. Caraccioli said as part of the adoption of new zoning, New York State Law requires that they comply with SEQR. He said this is a Type I action. He said if our zoning regulations didn't follow SEQR then their whole zoning process could be thrown out. He said he thinks it would be a good use of the city's resources to hire the firm that has been working on our zoning to complete this process. He said the SEQR laws have just changed as of January 1st as well.

COMMITTEE DECISION: Councilor Tesoriero made a motion to forward a favorable recommendation to the Full Council granting permission to enter into an agreement and authorizing funding for the Wladis Law Firm to administer the SEQR process associated with the comprehensive zoning code re-write of the zoning code. Councilor DeMassi seconded the motion, unanimous approval.

THE CITY ATTORNEY'S OFFICE WILL PREPARE THE RESOLUTION.

A motion to adjourn the meeting was made at 6:47 p.m. by Councilor Hill. A second was made by Councilor Tesoriero, and was unanimously approved.

Respectfully Submitted,

Mary M. Annal
Recording Secretary