

**ADMINISTRATIVE SERVICES
COMMITTEE MEETING
October 21, 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; Kevin Caraccioli, City Attorney; Deborah Coad, City Chamberlain; Randall Griffin, Fire Chief.

MEDIA PRESENT: Steve Yablonski, Oswego Daily News.

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

OLD BUSINESS: There was no old business.

NEW BUSINESS:

1. Randall B. Griffin, Fire Chief, requests an intra-departmental transfer to make purchases from the materials and supplies budget line. Chief Griffin said that there was previous discussion in regards to if the Fire Department should cut the Vehicle Maintenance Budget. He said he was unsure if they should do that at this current time and wanted to wait until the Fire Department had gotten the new piece of equipment to make sure there was nothing that needed to be repaired on it. He said that they are asking for a \$35,000 transfer. He said that earlier this year they choose to stop putting money into repairs for both the ladder truck and the ambulance. He said that moving forward they will need to do maintenance, such as tire changes, but he thinks overall they can reduce the budget. Councilor Corradino said that he would like the Council to make mental note for next year that Chief Griffin said that the Council should take a look at Item #2470. Chief Griffin said that when the equipment is received in November/December they should be able to make some more assessments on where they are at.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council to approve an intra-departmental transfer to make purchases from the materials and supplies budget line. Councilor DeMassi seconded the motion, unanimous approval

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

2. Thomas Kells, Commissioner of Public Works and Parks and Recreation, requests authorization for the Mayor to approve and sign a maintenance agreement with KONE Care for the elevator system at City Hall. Councilor Corradino said that this is a maintenance agreement for the elevator system in City Hall. He said the City is going with the bid from KONE which was recommended through Onondaga. He said that they are not going with TKE because of cost and reliability issues. He said that this agreement also included, for an extra \$10 a month, a fully operational emergency telephone in the elevator.

COMMITTEE DECISION: Councilor Wilmott made a motion to forward a favorable recommendation to the Full Council to authorize the Mayor to approve and sign a maintenance agreement with KONE Care for the elevator system at City Hall. Councilor Tesoriero seconded the motion, unanimous approval

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

A motion to adjourn the meeting was made at 6:37 p.m. by Councilor Hill. A second was made by Councilor DeMassi, and was unanimously approved.

Respectfully Submitted,

Brooke Fitzgerald
Recording Secretary