

**ADMINISTRATIVE SERVICES
COMMITTEE MEETING
April 19, 2021**

Chairman Corradino called the meeting to order at 6:34 p.m.

MEMBERS PRESENT: Councilor Corradino, Councilor Hill, Councilor McBrearty, Councilor Burr ridge and Councilor Plunkett

OTHERS PRESENT: Councilor Gosek; Councilor Walker; Christopher Baker, Director of Information Technology; Jeff Hinderliter, City Engineer; Kevin Caraccioli, City Attorney; Mayor William J. Barlow, Jr.

MEDIA PRESENT: No media present.

OLD BUSINESS: There was no old business.

A motion to approve the minutes of the April 5, 2021 meeting was made by Councilor Plunkett and seconded by Councilor Hill. Minutes were approved by a unanimous vote.

NEW BUSINESS:

1. **Mayor William J. Barlow, Jr. requests authorization for City Chamberlain Deborah Coad to set up a new account to be used for the City of Oswego's American Rescue Plan Funding Allocation.** Mayor Barlow explained that this is Oswego's allocation from the American Rescue Plan in which we are set to receive \$1.89 million in about 60 days. Some of the criteria around the use of the funds involves economic development efforts to support small businesses, not-for-profit community organizations, frontline workers, and also bonuses for essential workers. He stated that they want to proactively come to the Council to have an account in place to put the money into, instead of taking this money and letting it go into the black hole that is City finances. The most transparent and fair way to go about this is to set up this account, name it American Rescue Plan, deposit the money in there and then every time we go to do an initiative from this account, it is a transparent and easy process. As previously discussed, some of the uses for these funds include forgiving the \$10,000.00 loans (\$276,000.00 total) that were issued to small businesses back in March of 2020 when they were mandated to close, and \$100,000.00 for the Heroes as Neighbors Program, where the City covers closing costs for frontline workers. Now they are looking into ways to help Oswego businesses that still remain closed and are trying to reopen post-pandemic, as well as keeping in mind all of the projects that were in the works that the pandemic slowed down. Hopefully, these funds will help to restart their efforts and to make sure that we carry the same momentum we had pre-pandemic. The Mayor stated that the uses for these funds are well within the criteria mandated by the federal government.

COMMITTEE DECISION: Councilor McBrearty made a motion to forward a favorable recommendation to the Full Council to authorize the City Chamberlain, Deborah Coad, to set up a new account to be used for the City of Oswego's American Rescue Plan Funding Allocation. Councilor Hill seconded the motion, unanimous approval.

THE RESOLUTION WILL BE PREPARED BY THE CITY CHAMBERLAIN TO BE FORWARDED TO THE FULL COUNCIL.

2. **Mayor William J. Barlow, Jr. requests permission for the Engineering Department to develop bid documents for the East First Street Redevelopment Project, in order to increase parking and pedestrian accessibility.** Mayor Barlow stated that this is a project that has come out of our Downtown Revitalization Initiative. He explained that he wants to focus more on the Eastside of the community in the downtown area, similar to the Westside. At present, we are seeing a few projects happening in that Eastside area such as the upcoming indoor water park that is connected to the hotel, the mixed-use building that used to be Midtown Plaza that will be a bottom stories commercial space, and the established AquaSpa in the Education Center, Alex's on the Water, etc., all of which will create more pedestrian and vehicle traffic to the area, as well as the need for more parking. He explained the real intent of this plan is to sort of mimic what's going on at West First Street, on East First Street. Reducing the traffic from four through lanes to two through lanes, adding nose-in parking and taking away some of the concrete and making it more of a quaint downtown set up to be successful like West First Street makes a lot of sense given all the investment happening right now in that area. He stated that they are going to introduce more green space, eliminate some of the asphalt and concrete, and make East First Street really aesthetically pleasing and welcoming as you pull into town. The Mayor mentioned that the Port Authority hired a lawyer to send the Common Council an email or a letter expressing concerns, concerns of which he is not sure of, and does not think they are even sure of. The Mayor said that he thinks they're concerned about truck traffic, however if you actually go down and count the number of trucks coming and going on East First Street every day, it's a lot less than they think. In addition to that, there actually is a well-known detour route which involves East Third Street that people at the Port should already know about. More importantly, is that it really doesn't change the flow of traffic whatsoever, it will still have the same turn width coming on and off of Route 104 and onto Cayuga Street, and if anything, they'll have a little more space. He stated that he is not sure if the Port reviewed the plan or just decided to send the letter first, but the through traffic really won't change, so it's just not a concern. He said he thinks this really shows where their (the Port) mentality is and their approach to local government and trying to move this City forward, but regardless they can go get an answer from our attorney on that letter. Councilor McBrearty said that the plans look really pretty and it definitely would accomplish the things that they are looking to accomplish, but given our experience on Seneca Street, she is concerned that there might be unforeseen consequences, especially in light of the

big projects that are happening that are going to increase the traffic on that corridor. She stated that she is wondering if the median down the middle absolutely necessary, because she doesn't want us to end up in a situation where we people are hitting it or driving over it because they're avoiding cars or backing out of their parking spaces. She said that she does agree the City can use more green space and the community in general has way too much asphalt and concrete, but the set up still may raise concern. Mayor Barlow said that he thinks the big difference between East Seneca Street and West Seneca Street in Councilor McBrearty's ward is that the project on West Seneca Street that the neighborhood wanted, had these corners coming out into a traffic lane, whereas with this plan for the Eastside, we're actually going to be working in the center of the traffic lane, between the parking and what will be the median. It doesn't necessarily have to be grass, it can be any median, there's just no reason to have four through lanes with such a low vehicle count. The issue on West Seneca Street is that the curb comes out into the through traffic lanes, so you can be driving in a straight line and the curb comes to you, you don't go to the curb, and that's the issue. Whereas this is going to be straight and the through lane will be established. Councilor Burrridge thanked the Mayor for his efforts on this project and said he thinks it is going to make a huge improvement for the Eastside. He said it is already looking amazing and that his son is moving down there to enjoy all of these developments. He stated that this is what we need to bring people into our community and allow people to walk around and enjoy downtown, and he encourages everybody to vote for this. Mayor Barlow pointed out a typo in the item title and communication and noted that the bid documents are already developed and that this item is asking permission to bid. City Attorney, Kevin Caraccioli, mentioned the memo that was circulated as a joint memo between himself and City Engineer, Jeff Hinderliter, relating to the environmental aspect of this project. Caraccioli stated that they looked at the State Environmental Quality Review Act (SEQR), and both the City Engineer's Department and the Law Department, have concluded that this is a Type 2 Action for purposes of SEQR. He stated that the Common Council would declare themselves as the lead agency that will be added to the resolution and as a Type 2 Action, there is no further environmental review for this project needed.

COMMITTEE DECISION: Councilor Burrridge made a motion to forward a favorable recommendation to the Full Council to request permission for Engineering Department to seek bids for the East First Street Redevelopment Project, in order to increase parking and pedestrian accessibility. Councilor Hill seconded the motion, unanimous approval.

THE RESOLUTION WILL BE PREPARED BY THE ENGINEERING DEPARTMENT TO BE FORWARDED TO THE FULL COUNCIL.

3. **Mayor William J. Barlow, Jr. requests authorization to sign a Professional Services Agreement between the City of Oswego and C&S Companies for professional services for the Storm Sewer System - Gardenier Creek Project,**

in the amount of \$35,500.00. Mayor Barlow explained that the well-known Gardenier Creek Storm Sewer System is an issue that we need to get to work on as soon as possible, so we passed a resolution about a month or two ago, authorizing the City Engineer to seek proposals and put a plan together. We are trying to expedite this process and move this project along so taking a look at C&S Companies and getting them under a professional services contract to evaluate the tunnel and put together some bid documents to determine what the repair may be is the best and fastest way to go. He said this item tonight is to ask the Council for \$35,500.00 to bring C&S Companies aboard and to design a solution to the problem. Councilor Gosek expressed that he appreciates the Mayor and the City Engineer making this a priority in such a short time. He stated that he has some constituents here tonight that would like to speak again on the matter as this is a problem that has affected the people in that area for a very long time. As stated previously, the last study on this system was done over 20 years ago and he thinks the least we can do for these people to help alleviate some of these issues that they're facing, because of this sewer system, is to get this study done, so at least we would be able to identify the issue and come up with the best plan of attack. Hopefully in the future this would allow us to seek out appropriate grant money from State and Federal sources, because a project of this magnitude will definitely be costly. Louis Castaldo who resides at 61 Hillside Ave stated that he has lived there his whole life and there's always been periodic flooding down there, but in the last ten (10) years it has gotten really bad. He explained that he thinks the pipe is degrading and that they had part of the gravel from the road in front of their house disappear. They patched it up twice however it continues to disappear. He said he thinks it's broken up between his house and his father's house because he had water force its way in through the floor and it flooded his cellar and broke the water heater. He said the flooding is just getting worse and he expressed the need for somebody to look at as soon as possible. If you drive down there by Utica Street and Hillside Ave, you'll see there is quite a dip in there and it gets worse all of the time. Ted Volkomer, who resides at 205 West Albany Street, stated that he has lived in the area for around 40 years and has had some minor flooding before but now the flooding continues all of the time. It's a problem not only with the storm sewer, but the sanitary sewer also. It backs up and blows the manhole covers, and the water that's in the area is all fluent water, containing Coliform bacteria and E. coli bacteria, based on the water tests that he has done. That is the water that is going in people's homes and flooding the area, its not only posing significant risks to health but safety as well. Henry Giberson, who lives on 214 West Utica Street, stated that he hopes the Councilors all consider supporting this so they can get to the bottom of this issue. He explained that right now, the lake is at 2-feet low, which means the water is not too far up the tube, so the City could proceed with a little less cost if it has to be cleaned out. The environmental impact of this, if we do not do anything about it, is our homes being inundated with black mold and dangerous items you should never see in your yard. This is a problem that has been going on for last 20 years, and it keeps getting pushed back. He said he has been here, and fighting with the school district about the floodplain that they've created, and he wishes for something to

be done and hopes the Councilors will support the motion to get C&S Companies to take a look at this issue and see what the problem is. This is something that needs to be done in the community to benefit all of us, because if it doesn't change and the floodplains change, you're going to end up with all of the water either pushed back further and school districts going to have an issue as well as us, just 10 times worse, or it's going to be pushed right down to the five corners and then you will see McDonald's and the other commercial properties down there being inundated with floodwater. City Engineer, Jeff Hinderliter, explained that this is a problem that has a very high magnitude, and we won't fully know the problem until we start looking at it closely. The intention of this proposal, and the way that it's written, is that this is the first step of many steps, and it is meant to try to identify the worst spots and to get into some data collection, to do inspections and come up with high-level alternatives. Hopefully, this will give the City a direction to go in, however, this is by no means conclusive. This is one of those things that will be back at some point to look at it if approved, and it was also written in such a way that the Council can piecemeal it if they wish.

COMMITTEE DECISION: Councilor McBrearty made a motion to forward a favorable recommendation to the Full Council to authorize the Mayor to sign a Professional Services Agreement between the City of Oswego and C&S Companies for professional services for the Storm Sewer System - Gardenier Creek Project, in the amount of \$35,500.00. Councilor Plunkett seconded the motion, unanimous approval.

THE RESOLUTION WILL BE PREPARED BY THE ENGINEERING DEPARTMENT TO BE FORWARDED TO THE FULL COUNCIL.

4. **Mayor William J. Barlow, Jr. requests discussion regarding participation in a community solar subscription program, with Omni Navitas Holdings, LLC.** Mayor Barlow said that the City was approached by a company by the name of Omni Renewables, who is a solar company that owns solar farms all over. Because of all of the new incentive programs and tax credits for solar energy and clean energy, this company goes around and tries to get municipalities and larger companies to subscribe to their program, because it helps make their local projects viable. With that said, they are just asking us to enroll in their program, but we still pay our National Grid electric bill like we normally would, but now there are some tax credits and incentives that play out between New York State and National Grid where we can actually get a discount on our energy use (about 10%), and then we get front loaded with a \$26,000.00 grant just for enrolling in the program. At that point, they are also allowed to identify vacant property, private or public, in the City where they could look to put other panels. This would be subject to the local approval process and then they can also approach residential or commercial residents if they would like to gauge their interest in solar energy. This is all optional but tonight we are just asking to enroll in their program, accept the grant funding and the discount from our National Grid bills. Councilor Corradino said he assumes there are other companies that do something

similar, so once we sign this agreement with them, are we then bound just to them? Mayor Barlow said in the contract it says as long as there is a notice within a certain number of days, there is no penalty for leaving. Councilor Hill stated that, in the information received, he read that the company is going to make a one-time donation of \$23,700 toward a local project and wanted to know if the Mayor knew what project it was. Mayor Barlow said that he does not know what project it will be, but the only criteria that they request (and it's not mandated) is that it is a park improvement project, a green energy project, or a sidewalk accessibility project. But these are just their requests, we do not have to do that, so it doesn't have to be related to energy.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council to authorize the City of Oswego to participate in the Community Solar Project offered by Omni Navitas Holdings, LLC, and the Mayor to sign any and all related project documents. Councilor Plunkett seconded the motion, unanimous approval.

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

5. **Mayor William J. Barlow, Jr. requests to assist in saving the former Champlain Valley Specialty New York apple processing facility, located in the Town of Oswego, by agreeing to charge the facility a fixed rate for use of the City's wastewater treatment services.** Mayor Barlow explained that back around 2017 or so, we were approached by Champlain Valley, an apple packaging company out in Oswego Town. This company was previously hauling their sewage to a place in Syracuse, but then they saw that we did a bunch of work at our wastewater plant (increased capacity, improved our operation and cleaned up the plant quite a bit) and so they approached us. We were actually permitted to take new customers because of the work we did, so when they approached us, we negotiated a contract which included \$0.06 a gallon for their sewage. A lot of the context around the discussion at that time was that they were working to build a new wastewater plant, so the thought was they would come here temporarily while they were working on getting their wastewater plant permitted and built, so given that context we had negotiated a price at that point in time because it was short term. The company has since filed bankruptcy and now they're looking to shift ownership to another company. That new company approached us and they are trying to develop a way to keep the facility open, which employs quite a few people and has been around for a while. We would like to keep it around as a lot of their employees live here in the City. They asked us if we would be open to renegotiating that price, to which we accepted, because they needed an answer quick and they really didn't have any other alternatives. This would be a long-term agreement as they have obviously scrapped the plans for their own wastewater facility, so it looks like for the foreseeable future, as long as this is approved, they'll be bringing their sludge to our wastewater facility. It really makes sense to develop a cost that's fairer to them, so we negotiated the rate down

to \$0.02 per gallon, which still brings us additional revenue as it is \$0.02 that we didn't have pre-2017. He explained that it is an easy type of sludge to take on because it's simply just the skin of apples, which ultimately helps clean our system, so it makes sense that we'd like to keep them as a customer and also keep their facility working as they try to reorganize and reopen. Councilor Walker asked if by lowering the price from \$0.06 to \$0.02 per gallon if we were losing money. Mayor Barlow explained that we're not losing money treating their sludge and we're still going to make profit off of them as a customer, it just it won't be the 500% profit we were making before.

COMMITTEE DECISION: Councilor Burrige made a motion to forward a favorable recommendation to the Full Council to authorize the Mayor to assist in saving the former Champlain Valley Specialty New York apple processing facility, located in the Town of Oswego, by agreeing to charge the facility a fixed rate for use of the City's wastewater treatment services. Councilor Plunkett seconded the motion, unanimous approval.

THE RESOLUTION WILL BE PREPARED BY THE CITY ATTORNEY TO BE FORWARDED TO THE FULL COUNCIL.

6. **The Engineering Department requests that Mayor William J. Barlow, Jr. be authorized to sign Change Order No. 8 with John R. Dudley Construction Co. for the Eastside WWTP Asset Management Plan Improvement Project in the amount of \$3,186.44.** City Engineer, Jeff Hinderliter said that about a month ago, we approved some change orders and one of the issues he talked about was that the tank under the centrifuge was leaking and dripping on to their brand-new equipment. He stated that they rectified the contract and the other change orders with their contractors and this now makes Dudley whole. So, this change order is small, but it ends up finalizing that work on those tanks.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council to authorize the Mayor to sign Change Order No. 8 with John R. Dudley Construction Co. for the Eastside WWTP Asset Management Plan Improvement Project in the amount of \$3,186.44. Councilor McBrearty seconded the motion, unanimous approval.

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

7. **Thomas Kells, DPW Commissioner, requests approval of the low bid from Syracuse Sand and Gravel for coarse aggregate, stone, and limestone.** No one from the DPW was there to speak on this item, however, Councilor Corradino reiterated that there were several bids through Onondaga County Division of Purchasing, and Syracuse Sand and Gravel was the low bidder.

COMMITTEE DECISION: Councilor Burrridge made a motion to forward a favorable recommendation to the Full Council to approve the low bid from Syracuse Sand and Gravel for coarse aggregate, stone and limestone. Councilor Hill seconded the motion, unanimous approval.

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

8. **Councilor Walker requests discussion for the purchase of two (2) Radar Speed Display Units for a total cost of \$7,500.00 on State Bid.** Councilor Walker explained that we have a few of these speed radars out right now that are pretty much permanent and the Chief of Police thought we should get some more as they have proved useful. Councilor Walker mentioned that the State bid is \$7,500.00 and he thinks it's a good deal. Councilor McBrearty asked if these will be portable. Councilor Walker stated that these are going to be the little ones and will be portable so they can be used in different wards. Councilor Gosek expressed his appreciation towards Councilor Walker for taking the time to do this because as the weather gets nicer here, it gets dangerous out there for pedestrians and bikers. Councilor Corradino also thanked Councilor Walker and said that he can also attest to the benefits of these radars as they have three of them in the Seventh Ward on Route 48, Fifth Street, and on Hillside Ave, which are main thoroughfares going North and South into our City. He said he agrees that they get people's attention and that speeding is a big issue throughout the City but these really do help. Councilor Walker stated that these radars have a computer in them that will record how fast cars are going and if they do need the police present, they will sit in that location and then hopefully get these people ticketed.

COMMITTEE DECISION: Councilor Burrridge made a motion to forward a favorable recommendation to the Full Council to authorize the purchase of two (2) Radar Speed Display Units for a total cost of \$7,500.00 on State Bid. Councilor Hill 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 7:13 p.m. by Councilor Plunkett. A second was made by Councilor McBrearty, unanimous approval.

Respectfully Submitted,

A handwritten signature in black ink that reads "Sydney Mangano". The signature is written in a cursive, flowing style.

Sydney Mangano