

**ADMINISTRATIVE SERVICES
COMMITTEE MEETING
May 7, 2018**

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, and Councilor Wilmott.

OTHERS PRESENT: Councilor McBrearty; Councilor Gosek; William Barlow, Mayor; Nancy Sterio, Personnel Director; Deborah Coad, City Chamberlain; Tom Kells, Commissioner of Public Works; Randall Griffin, Fire Chief; Tom Reynolds, Assistant City Attorney; and Mark Tesoriero, City Clerk.

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

A motion to approve the minutes of April 16, 2018 was made by Councilor Hill and seconded by Councilor DeMassi; minutes were approved by a unanimous vote.

I. OLD BUSINESS: There was no old business.

II. NEW BUSINESS:

Authorization:

1. The Oswego City-County Youth Bureau is requesting that Mayor William J. Barlow, Jr. be authorized to enter into an agreement with Endeavor Entertainment Inc. in order to rent entertainment equipment for use at the Annual Christmas Tree Lighting Event. Councilor Hill said this is a budgeted expense. Councilor Corradino asked how much it will cost. Councilor Hill said \$375.

COMMITTEE DECISION: Councilor Wilmott made a motion to forward a favorable recommendation to the Full Council authorizing Mayor William J. Barlow, Jr. to enter into an agreement with Endeavor Entertainment Inc. in order to rent entertainment equipment for use at the Annual Christmas Tree Lighting Event. Councilor Hill seconded the motion, unanimous approval.

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

2. City Chamberlain, Deborah Coad requests authorization to Bond for Reconstruction/Construction of Improvements to the Eastside Wastewater

Treatment Plant. Councilor Corradino said the bond is for \$5,585,000. Mrs. Coad said this project was approved last June. She said it is now time to go for the funding so the bond resolution is required.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council granting authorization to Bond for Reconstruction/Construction of Improvements to the Eastside Wastewater Treatment Plant. Councilor Wilmott seconded the motion, unanimous approval.

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

3. Thomas Kells, Commissioner of the Department of Public Works and Parks and Recreation is requesting authorization for the City Chamberlain to transfer funds from Account A.5142.0410, Snow Removal, to the appropriate accounts for the purchase and delivery of a 10,000 gallon, heated emulsion storage tank and related materials to be used for the Pot Hole Repair Truck. Commissioner Kells said come wintertime they cannot buy the emulsion. He said 10,000 gallons should be enough to get them through the winter. Councilor Corradino said the transfer is for \$98,600.

COMMITTEE DECISION: Councilor DeMassi made a motion to forward a favorable recommendation to the Full Council granting authorization for the City Chamberlain to transfer funds from Account A.5142.0410, Snow Removal, to the appropriate accounts for the purchase and delivery of a 10,000 gallon, heated emulsion storage tank and related materials to be used for the Pot Hole Repair Truck. Councilor Hill seconded the motion, unanimous approval.

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

4. Fire Chief Randall B. Griffin is requesting authorization for the City Chamber to transfer \$5,000 from Account A.3410.0200 to Account A.3410.0410 and \$7,000 from Account A.3410.0211 to Account A.3410.0410. These transfers are required to cover miscellaneous purchases including HVAC materials that were not included in the 2018 budget. Chief Griffin said last year it was unforeseen that they would be fixing the HVAC system. He said it has consumed much of their supplies and materials budget so this would allow them to move some funds around.

COMMITTEE DECISION: Councilor Wilmott made a motion to forward a favorable recommendation to the Full Council granting authorization for the City Chamber to transfer \$5,000 from Account A.3410.0200 to Account A.3410.0410 and \$7,000 from Account A.3410.0211 to Account A.3410.0410 to cover miscellaneous purchases including HVAC materials that were not included in the 2018 budget. Councilor Hill seconded the motion, unanimous approval.

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

5. The Purchasing Department states bids were received for the Combined Sewer Investigations for the Third and Fourth 25% (C7-6344-19-08) and the low bid was submitted by National Water Main Cleaning Company in the amount of \$266,320.00. Councilor Corradino said the bids received were no bid from Sewer Specialty Services Co., Inc., \$266,320.00 from National Water Main, and \$407,733.00 from Diversified Infrastructure Services. He said it is a Consent Decree project.

COMMITTEE DECISION: Councilor Wilmott made a motion to forward a favorable recommendation to the Full Council granting approval of bid submitted by National Water Main Cleaning Company in the amount of \$266,320.00 for the Combined Sewer Investigations for the Third and Fourth 25% (C7-6344-19-08). Councilor Hill seconded the motion, unanimous approval.

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

6. The Purchasing Department states that bids were received for the Sewer Investigations for Area 3 (C76344-19-09) and the low bid was submitted by Diversified Infrastructure Services, Inc. in the amount of \$209,765.00. Councilor Corradino said this is a Consent Decree project. He said the bids received were \$278,350.00 from Sewer Specialty Services Co., Inc., \$224,100.00 from National Water Main, and \$209,765.00 from Diversified Infrastructure Services.

COMMITTEE DECISION: Councilor DeMassi made a motion to forward a favorable recommendation to the Full Council granting approval of bid was submitted by Diversified Infrastructure Services, Inc. in the amount of \$209,765.00 for the Sewer Investigations for Area 3 (C76344-19-09). Councilor Hill seconded the motion, unanimous approval.

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

7. Mayor William J. Barlow, Jr. has received a request from the Greater Oswego-Fulton Chamber of Commerce requesting support for Project Bloom. This would require a transfer from the General Fund Contingent Account to the Tourism Account. Katie Toomey, Executive Director of the Greater Oswego-Fulton Chamber of Commerce, said they are asking for \$3,000 from the City of Oswego. She said those funds will go towards all of their floral, mulch and supplies. She said it is managed by the Chamber and executed by volunteers.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council authorizing a transfer of \$3,000.00 from the General Fund Contingent Account to the Tourism Account for the sponsorship funding of Project Bloom for the 2018 season. Councilor DeMassi seconded the motion, unanimous approval.

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

8. Fire Chief Randall B. Griffin is requesting permission to send four (4) personnel to attend the Fire Expo 2018 in Harrisburg, Pennsylvania to be held May 19-20, 2018. Chief Griffin said Engine 3 has been out of service and they are waiting for a piston to be rebuilt. He said once they get that back in service they need to take a primary truck out of service to fix a leaking hydraulic system. He said they need to start moving the process forward. He said this will allow them to talk to the manufacturers directly to try to avoid some of these things in the future.

COMMITTEE DECISION: Councilor DeMassi made a motion to forward a favorable recommendation to the Full Council granting permission to send four (4) personnel to attend the Fire Expo 2018 in Harrisburg, Pennsylvania to be held May 19-20, 2018. Councilor Hill seconded the motion, unanimous approval.

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

9. City Attorney Kevin Caraccioli recommends rescinding Resolution No. 140, dated April 9, 2018, which authorizes a budget amendment to enable the purchase of ten (10) new docks for the International Marina. A new resolution is requested to enable the City Chamberlain to advance current City funds. Councilor Gosek asked if there will be a hold up in the installation. Mrs. Coad said the manufacturer guaranteed no hold up.

COMMITTEE DECISION: Councilor Wilmott made a motion to forward a favorable recommendation to the Full Council to amend Resolution No. 140 to further authorize the partial payment to StructurMarine in the amount of 50% due; with further authorization to pay the balance due within ten days after the docks are delivered. Councilor DeMassi seconded the motion, unanimous approval.

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

A motion for a recess was made at 6:46 p.m. by Councilor Hill. A second was made by Councilor DeMassi, and was unanimously approved.

A motion to reconvene was made at 6:57 p.m. by Councilor Hill. A second was made by Councilor DeMassi, and was unanimously approved.

Executive Session:

10. Nancy C. Sterio, Personnel Director, requests an Executive Session to discuss Collective Negotiations Pursuant to Article 14 (Taylor Law) of the Civil Service Law; Regarding AFSCME.

Committee entered into Executive Session at 6:57 pm. Committee reconvened at 7:23 pm.

The following came out of Executive Session:

COMMITTEE DECISION: No action taken.

A motion to adjourn the meeting was made at 7:23 p.m. by Councilor Hill. A second was made by Councilor DeMassi, and was unanimously approved.

Respectfully Submitted,

Mary M. Annal
Recording Secretary