

**ADMINISTRATIVE SERVICES
COMMITTEE MEETING
August 5, 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 Tesoriero, and Councilor Wilmott.

Councilor Hill was excused.

OTHERS PRESENT: Councilor McBrearty; Councilor Gosek; William Barlow, Mayor; Kevin Caraccioli, City Attorney; Deborah Coad, City Chamberlain; Justin Rudgick, Director of Community and Economic Development.

MEDIA PRESENT: Matthew Reitz, Palladium Times.

A motion to approve the minutes of July 15, 2019 was made by Councilor Tesoriero and seconded by Councilor DeMassi; minutes were approved by a unanimous vote.

I. OLD BUSINESS: There was no old business.

II. NEW BUSINESS:

1. Mayor William J. Barlow, Jr. requests authorization for a Public Hearing regarding the Proposed 2020 City Operating Budget.

THIS ITEM WAS TAKEN OFF THE AGENDA FOR THIS MEETING.

2. Mayor William J. Barlow, Jr. requests authorization for a Public Hearing regarding Local Law No. *6 of the Year 2019.

THIS ITEM WAS TAKEN OFF THE AGENDA FOR THIS MEETING.

3. Kevin Caraccioli, City Attorney, requests authorization for the Mayor to enter into the Energy Services Program Master Cost Recovery Agreement with the Power Authority of the State of New York (PASNY). Kevin Caraccioli said that the representatives of the Power Authority are offering a service to the municipalities where they will come in and perform energy analysis for the community in an effort to manage those costs more

efficiently. He said if they find an area to pursue changes in to help bring down energy cost then the City would enter into another agreement and that is when the City would be charged. He said that the Council would not be committing anything financial now but when these problems are identified there would be a much more detailed cost benefit analysis. He said that after the Mayor and himself met with the representative from the Power Authority it was already apparent that there are areas where the City could save money. He said he would like to clarify that when they identify specific problems it would have to come back through the Council for approval and that they are not committing to anything financial currently. Councilor Tesoriero asked if National Grid is in alliance with this. Kevin Caraccioli said that he is not certain and it remains to be seen. Councilor Corradino asked if they would have to pay for the analysis. Kevin Carracioli said that no, the analysis itself would not cost the City anything, only if we choose to address the problems the study determines would they City be required to pay.

COMMITTEE DECISION: Councilor Wilmott made a motion to forward a favorable recommendation to the Full Council to authorize the Mayor to enter into the Energy Services Program Master Cost Recovery Agreement with the Power Authority of the State of New York (PASNY). Councilor Tesoriero seconded the motion, unanimous approval.

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

4. The City Engineering Department requests that the Mayor be authorized to sign a proposal with JACOBS for a construction services contract in the amount of \$699,181.00 for the Eastside WWTP Asset Management Plan Improvement Project. Robert Johnson said that JACOBS put together this project and for continuity the City would want the engineering firm that did the design work to also do the inspection work for the project. He said this is all coming out of the Consent Decree to the East Side as well as the Asset Management Plan. He said that plan itemized in terms of priority of where money should be spent and that this is the first project to come out of that. Councilor Corradino asked how the City would be paying for this. Robert Johnson said that this is going to EFC for the funding. He said there will be more projects to follow within the next few of years. Councilor Tesoriero said that this is a very large amount of money and he would like to know if there was a timeframe for this work being done. Robert Johnson said that the Asset Management Plan looks at every item within the plant and attaches a value to it regarding value and age, so it all depends on the assets themselves. He said that it is a living document. He said that the City will always be responsible for maintaining these plants and it will ultimately be funded through the Enterprise Fund. Councilor Corradino said that the whole idea behind the Consent Decree is because in years

past the City hadn't been doing a good job identifying parts of the plants that needed to be replaced, so this is a part of an ongoing living document to correct that. Robert Johnson said that the DDC and the EPA want every community to be able to fund their wastewater projects.

COMMITTEE DECISION: Councilor Wilmott made a motion to forward a favorable recommendation to the Full Council to authorize the Mayor to sign a proposal with JACOBS for a construction services contract in the amount of \$699,181.00 for the Eastside WWTP Asset Management Plan Improvement Project. Councilor DeMassi seconded the motion, unanimous approval.

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

5. The City Engineering Department requests approval of a bid submitted by Scriba Electric, Inc. in the amount of \$403,217.00 for the SCADA Improvements Project. Ken Scherrieble said that this particular portion of it is for the West Side to upgrade the SCADA there, since it is failing nearly daily. Councilor Corradino asked what SCADA stands for. Ken Scherrieble said it stands for System Command Data & Data Acquisition. Councilor Tesoriero said that he knows 9 Mile changed their SCADA because they were unsatisfied with it and wondered if we were in a similar situation. Ken Scherrieble said that they are currently working on old SCADA platforms and part of this is to update it since they are about four versions behind, hence why it can't be maintained. Councilor McBrearty asked if they were starting to catch up on the projects they were behind on for a few years. Ken Scherrieble said that over the last three years they spent about \$3,000,000 upgrading things around the plant. Councilor Corradino said that there will never come a time when the City isn't funding this to be maintained because the City will always need the plants. Ken said that they also have started a Computer Maintenance Management System and that they are now tracking all the different items around the plant to see when they are starting to cost too much or when it is time to make a replacement/repair.

COMMITTEE DECISION: Councilor Tesoriero made a motion to forward a favorable recommendation to the Full Council to authorize a bid submitted by Scriba Electric, Inc. in the amount of \$403,217.00 for the SCADA Improvements Project. Councilor Wilmott seconded the motion, unanimous approval.

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

6. The City Engineering Department requests approval of a bid submitted by J&A Mechanical Contractors, Inc. in the amount of \$60,000.00 for the Eastside WWTP Asset Management Plan Improvements Project – Plumbing. Ken Scherrieble said that this is the plumbing component. Councilor Corradino said that he noticed there was only one bidder for this and he was surprised by that. Ken Scherrieble said that he agreed. Councilor Tesoriero said that you have to be licensed to work in the City of Oswego so that may be why there was only one bidder.

COMMITTEE DECISION: Councilor Tesoriero made a motion to forward a favorable recommendation to the Full Council to authorize a bid submitted by J&A Mechanical Contractors, Inc. in the amount of \$60,000.00 for the Eastside WWTP Asset Management Plan Improvements Project – Plumbing. Councilor Wilmott seconded the motion, unanimous approval.

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

7. The City Engineering Department requests approval of a bid submitted by J&A Mechanical Contractors, Inc. in the amount of \$872,000.00 for the Eastside WWTP Asset Management Plan Improvements Project – HVAC. Ken Scherrieble said that their HVAC system is almost nonexistent and there are a lot of areas that do not get heat. He said that last year they purchased portable heaters to move around so certain areas and pipes would not freeze. He said this is for that and also for a better air quality within the plant. He said this will take care of air quality by moving far more air through the plant. Councilor Tesoriero asked if this was accounted for in the original design. Ken Scherrieble said that no it did not because the original design included incinerators.

COMMITTEE DECISION: Councilor DeMassi made a motion to forward a favorable recommendation to the Full Council to authorize a bid submitted by J&A Mechanical Contractors, Inc. in the amount of \$872,000.00 for the Eastside WWTP Asset Management Plan Improvements Project – HVAC Councilor Tesoriero seconded the motion, unanimous approval.

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

8. The City Engineering Department requests approval of a bid submitted by Patricia Electric, Inc. in the amount of \$3,457,310.00 for the Eastside WWTP Asset Management Plan Improvements Project – Electrical. Ken Scherrieble said that this is to replace all of the electronic motor controls, as they are damaged and a safety hazard. He said this will overall increase the efficiency of the plant.

COMMITTEE DECISION: Councilor Wilmott made a motion to forward a favorable recommendation to the Full Council to a bid submitted by Patricia Electric, Inc. in the amount of \$3,457,310.00 for the Eastside WWTP Asset Management Plan Improvements Project – Electrical. Councilor DeMassi seconded the motion, unanimous approval.

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

9. The City Engineering Department requests approval of a bid submitted by John R. Dudley Construction, Inc. in the amount of \$1,970,370.00 for the Eastside WWTP Asset Management Plan Improvements Project – General Construction. Ken Scherrieble said that this is all the general site work that needs to be done. He said they are constructing a new building to put all of the new structures in and decommission most of the others. Councilor Corradino asked if they were the only bidder. Ken Scherrieble said that yes there were no other bids and he thinks that may have happened because it was a small portion of the overall project. Councilor Tesoriero said that \$2,000,000 is not a small amount of money and asked how this was advertised. Ken Scherrieble said that this went through Onondaga and that about 4-6 General Contractors expressed interest. He said he thought there would be more bidders but they only go this one.

COMMITTEE DECISION: Councilor Tesoriero made a motion to forward a favorable recommendation to the Full Council a bid submitted by John R. Dudley Construction, Inc. in the amount of \$1,970,370.00 for the Eastside WWTP Asset Management Plan Improvements Project – General Construction. Councilor DeMassi seconded the motion, unanimous approval.

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

10. Deborah Coad, City Chamberlain, requests authorization to advance funds. Debbie Coad said that when the original resolution was done for the paving project it did not include authorization for advanced funding. She said that they are asking for authorization to advance funds of the City with the exception of reimbursement from the CHIPS program.

COMMITTEE DECISION: Councilor DeMassi made a motion to forward a favorable recommendation to the Full Council to advance funds. Councilor Tesoriero seconded the motion, unanimous approval.

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

11. Deborah Coad, City Chamberlain, requests authorization to transfer funds as required by Resolution 295 for the Ambulance Lease. Deborah Coad said that Resolution 295 authorized the lease but not the funding so this is a wording issue that needs to be corrected.

COMMITTEE DECISION: Councilor Tesoriero made a motion to forward a favorable recommendation to the Full Council to authorize transfer of funds as required by resolution 295 for the Ambulance Lease. Councilor DeMassi seconded the motion, unanimous approval.

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

12. The Office of Community Development requests authorization to hold a second public hearing in regards to the Community Development Block Grants on August 26, 2019 at 7 p.m. Justin Rudgick said that the Office won a \$400,000 in 2014 through the Community Development Block Grant Program. He said we never held a second public hearing to talk about the performance of the grant, so they need to hold one.

COMMITTEE DECISION: Councilor DeMassi made a motion to forward a favorable recommendation to the Full Council to be authorize a second public hearing in regards to the Community Development Block Grants on August 26, 2019 at 7 p.m. Councilor Wilmott seconded the motion, unanimous approval.

THE RESOLUTION WILL BE PREPARED BY THE OFFICE OF COMMUNITY DEVELOPMENT.

13. The Office of Community Development requests approval for a proposal for funding through the Lake Ontario Resiliency and Economic Development Initiative for the proposed Wright's Landing Marina Revitalization Project. Mayor Barlow said Governor Cuomo put forth a \$300,000,000 pool of funding called the Resiliency Economic Development Initiative and this is to combat the flooding/high waters of Lake Ontario. He said that the Governor put emphasis not only on repairing and rebuilding but making the water front even better than before while also adding in some economic development projects. Mayor Barlow said that they sat down and planned out what they believe is the perfect balance of the points highlighted by the Governor for the grant application. He said that the City still has \$7,000,000 of repair money from FEMA that

is waiting to be dispersed, so they specifically drafted this application around the FEMA funding, so they aren't spending two different pots of money at once. He said the first thing that they did is look at any spaces at the Marina that were being underutilized. He said they divided their application up into three different chapters. He said the first was focusing on the International Pier, since now it isn't paved and only houses the Yacht Club. He said they will leave the Yacht Club as is and just build around it to make the pier more of a boardwalk so that it is more desirable to visit. He said this boardwalk will include an arch, a walkway, landscaping, and the end it will be an open space so it can be used in a multitude of ways. He said they are also proposing moving the docks from the East Side of the Pier to the West side of the Pier. He said the reasoning for this is that the boats will be better protected from the break wall and also it gives boaters easier access for parking. He said the West side of the pier is deeper, so moving the docks will also encourage larger boats to come into Oswego. He said for all the projects they are looking for about \$17,000,000. He said if the City only gets partial funding he would like to focus on the pier and enhancements to the marina. He said the second area they are looking at enhancing is the actual marina itself outside of the pier. He said they already have money to add a fire pit but in order to do that they need to raise the ground 3 feet around the pavilion and also close the kayak/peddle boat launch and raise it to prevent future flooding. He said after that is taken care of, the City plans to continue Harbor Trail with a small boardwalk that goes through the Marina waters. He said they are also planning on adding duck feeding stations. He said they already have money to improve the pavilion but they moved that money to put towards the CFA application for Breitbeck Park, so they are proposing that they include the Marina Pavilion money in this application as well. He said they are also planning to build a structure into the hill at the Marina and they would like to put a restaurant/bar there to add some economic development. He said there will also be a staircase that goes up to Lake Street. He said if the City receives the funding they already have a letter of intent stating that someone has already expressed interest in putting a business there. Mayor Barlow said that the last area they are focusing on is replacing the docks that were damaged by the high water. He said they are also looking at completely replacing the docks that are here now as well as putting in completely new docks. He said in this grant application there is a 15% match, so it would require about a \$2,000,000 match from the City if there is complete funding. Councilor McBrearty said that she has received a lot of positive feedback in regards to this. Councilor Corradino asked if we would be keeping the dock that was purchased two years ago. Mayor Barlow said yes. Councilor McBrearty asked if the new boat parking would be available for visiting boaters. Mayor Barlow said that yes it would be. Councilor Tesoriero asked for clarification if the Yacht has designated parking spaces currently. Mayor Barlow said that currently pier parking is open for all who need it. He said

that parking could be the one issue the Yacht Club has with all of this but because of that, they did try to include 12 new parking spaces to the plans for the boardwalk pier. Councilor McBrearty said that she agrees the pier should not be focused on parking spaces. A Citizen from the audience asked if there is a plan to repair the break wall. Mayor Barlow said that in this plan they would also be sheet piling around the pier that would better protect the pier/marina in the future. He said the break wall is owned by the federal government so they are in control of maintaining it.

COMMITTEE DECISION: Councilor DeMassi made a motion to forward a favorable recommendation to the Full Council to authorize the proposal for funding through the Lake Ontario Resiliency and Economic Development Initiative for the proposed Wright's Landing Marina Revitalization Project. Councilor Tesoriero seconded the motion, unanimous approval.

THE RESOLUTION WILL BE PREPARED BY THE MAYOR'S OFFICE.

Councilor DeMassi made a motion to recess at 7:25 p.m. and was seconded by Councilor Wilmott, it was met with unanimous approval.

Executive Session:

Committee entered into Executive Session at 7:31 p.m. Committee reconvened at 8:00 p.m.

The following came out of Executive Session:

COMMITTEE DECISION: No action was taken.

A motion to adjourn the meeting was made at 8:00 p.m. by Councilor Tesoriero. A second was made by Councilor DeMassi, and was unanimously approved.

Respectfully Submitted,

Brooke Fitzgerald
Recording Secretary