

**ADMINISTRATIVE SERVICES  
COMMITTEE MEETING  
September 16, 2019**

Chairman Corradino called the meeting to order at 6:30 p.m. in the 2<sup>nd</sup> floor Common Council Chambers of City Hall.

***MEMBERS PRESENT:*** Councilor Corradino, Councilor DeMassi, Councilor Hill, and Councilor Wilmott.

Councilor Tesoriero & Councilor McBrearty were excused.

***OTHERS PRESENT:*** Councilor Gosek; William Barlow, Mayor; Kevin Caraccioli, City Attorney; Tom Kells, Commissioner of Public Works; Caroline Anderson, Animal Control Officer; Tory DeCaire, Police Chief.

***MEDIA PRESENT:*** Steve Yablonski, Oswego Daily News.

A motion to approve the minutes of September 3, 2019 meeting 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:***

1. Mayor William J. Barlow requests a budget amendment in the amount of \$49,600 to account A.1620.0440 Municipal Buildings Contracted Services and permission to sign an agreement with B-Dry System of Syracuse & Utica, INC. to remedy flooding issues with Building #31 at Fort Ontario. Mayor Barlow said that this is a building that the City owns and leases to OCO, who run a Head Start program out of it. He said the building has had serious flooding issues come up over the past year, which have gotten more serious as time has went on. He said he would like to move forward with this ahead of the fall deadline. Diane Cooper Currier said that they have been in the building for over 28 years and that they have three head-start classrooms in the building. She said one of the classrooms is in the basement and it was unable to be used this year. She said they are looking forward to being able to use that specific classroom again and to continue their regular curriculum.

**COMMITTEE DECISION:** Councilor Wilmott made a motion to forward a favorable recommendation to the Full Council authorizing the request for a budget amendment in the amount of \$49,600 to account A.1620.0440 Municipal Buildings Contracted Services and permission to sign an agreement with B-Dry System of Syracuse & Utica, INC. to remedy flooding issues with Building #31 at Fort Ontario. Councilor DeMassi seconded the motion, unanimous approval.

***THE MAYOR'S OFFICE WILL PREPARE THE RESOLUTION.***

2. Councilor Hill requests permission for the Mayor to enter in to contracts for music and entertainment for the Summer Concert Series and Water Street Square for the year 2020. Councilor Hill said that this is a standard, reoccurring request.

**COMMITTEE DECISION:** Councilor DeMassi made a motion to forward a favorable recommendation to the Full Council authorizing the request for the Mayor to enter in to contracts for music and entertainment for the Summer Concert Series and Water Street Square for the year 2020. Councilor Wilmott seconded the motion, unanimous approval.

***THE MAYOR'S OFFICE WILL PREPARE THE RESOLUTION.***

3. Curt Miller, Code Enforcement Director, requests a transfer of \$10,000 from General Contingent A.1990.0460 to A.3620.0460 Miscellaneous to cover tipping fees for properties cleaned by the City of Oswego DPW. Curt Miller said that this is just for when the DPW cleans up code violations, such as garbage and glass, and the tipping for that.

**COMMITTEE DECISION:** Councilor Hill made a motion to forward a favorable recommendation to the Full Council authorizing the request for a transfer of \$10,000 from General Contingent A.1990.0460 to A.3620.0460 Miscellaneous to cover tipping fees for properties cleaned by the City of Oswego DPW. Councilor Wilmott seconded the motion, unanimous approval.

***THE CODE ENFORCEMENT OFFICE WILL PREPARE THE RESOLUTION.***

4. The City Engineering Department requests that the Mayor be authorized to accept the Evaluation Proposal with GHD for Water Storage Tanks and sign appropriate agreement for the base scope of services lump sum fee in the amount of \$19,400.00 and the optional modeling of the distribution system

lump sum fee in the amount of \$33,500.00. Robert Johnson said that in 2018 there was an evaluation done on the water storage tanks but it didn't go in depth enough to give an idea on the cost or the options the City might have for correcting some of the problems dealing with the tanks. He said this evaluation is to scope out the cost and come up with options. He said the hope is to get a contract together and to address each water tank one at a time. He said the second part of this would be modeling the system. He said they are already aware that the Ellen Street tank is in rough shape. He said one of the options for this tank would be to take it down and replace it. He said that they also might be able to run a line from the Gardner Hill tank to the Ellen Street tank. He said that they would also look into other areas other than the Ellen Street Tank. He said that, overall, this will just be an evaluation to see where the City is losing water and get some modeling done. Councilor Gosek asked how old the tanks are and if it is a concern that the Ellen Street Tank is compromised. Robert Johnson said that the tanks are all different ages and that there are different issues with each individual one. He said that they are just trying to get a better idea of things, so that they do not put a large amount of money and time into something that will ultimately have to be removed. Councilor Corradino asked about the tank on Bunner Street. Robert Johnson said that that is actually a buster pump station. He said that that station adds pressure to the Oak Hill/Brittany Hill area but takes water out of the ground storage tank, which was put in in the 1980's and is the largest tank they have. He said the Distribution Systems Analysis would ask questions about this specific tank since they have had trouble filling it in the past. Councilor Corradino said that he believes this sounds like a good first step to see where the City are at.

**COMMITTEE DECISION:** Councilor Hill made a motion to forward a favorable recommendation to the Full Council authorizing the request for the Mayor be authorized to accept the Evaluation Proposal with GHD for Water Storage Tanks and sign appropriate agreement for the base scope of services lump sum fee in the amount of \$19,400.00 and the optional modeling of the distribution system lump sum fee in the amount of \$33,500.00. Councilor DeMassi seconded the motion, unanimous approval.

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

5. The Police Department requests that the Mayor be authorized to enter into an agreement with the Oswego City School District for

providing up to two School Resource Officers in accordance with the provisions outlined in the attached agreement. Chief Tory DeCaire said that this is the annual agreement for the resource officer. He said that they always indicate up to two officers, because it is good to have an additional one, but right now they are in agreement for one. Councilor Corradino said that this is standard and that they do it every year.

**COMMITTEE DECISION:** Councilor Wilmott made a motion to forward a favorable recommendation to the Full Council authorizing the request for the Mayor be authorized to enter into an agreement with the Oswego City School District for providing up to two School Resource Officers in accordance with the provisions outlined in the attached agreement. Councilor DeMassi seconded the motion, unanimous approval.

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

6. Caroline Anderson, Animal Control Officer, requests permission to accept two donations from the community to benefit the animals at the Oswego Animal Shelter. Caroline Anderson said that recently they received two donations. She said that the first was a \$701.26 donation from a little girl named Beverly, who had a lemonade stand to raise funds for the shelter. She said the second was \$816.00 from the Pegasus Benefit Concert.

**COMMITTEE DECISION:** Councilor Hill made a motion to forward a favorable recommendation to the Full Council authorizing the request permission to accept two donations from the community to benefit the animals at the Oswego Animal Shelter. Councilor Wilmott 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. requests authorization to sign a two year agreement between the City of Oswego and the Oswego City School District to fund costs associated with Oswego Pop Warner facility and personal charges for 2019 and 2020 for \$2,000 from the General Contingent Account. Mayor Barlow said that they are actually bringing it down to \$1,000. He said that this was an issue that was brought to his attention a few months ago by Pop Warner. He said their biggest expense, year to year, is paying the school district \$700.00 to use the facility.

He said that the school district said the payment is to pay for the custodial staff at the facility. He said Pop Warner has run into issues paying that fee and have now had to relocate their home games to Palermo/Mexico rather than in Oswego. He said he believes that it is a very important for Oswego Pop Warner to play and practice within the City and that if it is about finances than the City should step up to pay the fee. He said that through an MOA they should pay the school district the \$700.00 to make sure Pop Warner can play their home games at the facility. He said they will have to figure out scheduling but these funds will also cover next year's fees. He said that after Pop Warner attended the school board meeting, that he had encouraged them to attend, there was still no progress so this is the next step to ensuring that the teams are able to use the facility in the City. He said the City has helped out other teams and organizations in the past so it should help Pop Warner as well to support our local feeder programs. Colton Dridan, President of Oswego Pop Warner, said that in the last week of August they were told that they would have to pay a fee for a custodial staff on Sundays for their games. He said that in the past the bathrooms were unlocked by a staff member or a board member from Pop Warner rather than a custodial staff from the school district. He said that it has come to their understanding that the school district would no longer allow that a member of the staff to unlock it due to contract changes. He said they, Pop Warner, attended school board meetings and at the end of the last meeting it was said that the Superintendent would work personally with the Athletic Director to attempt to solve this but in the end there was no solution given other than moving the games out of town. He said that since this was all last minute they could not budget for something of this nature properly. He said that in the future they could adjust their registration costs to make sure they could pay these fees but that would take away a lot of affordability from the league. He said their registration cost is currently \$100.00 per child. He said that this year the school district reached out to them, one week into their season, to state that in order for Pop Warner to have home games at their facility, they would have to pay the fee but at that point Pop Warner had already moved their home games out of town. He said they brought this to the public on social media and have received tremendous support. He said that if this goes through they can try to put some of the home games back within the City for this year's season. Councilor Hill said that he does not understand why the school district would do this and that he supports it fully. He said that he, personally, would love to help by providing some level of sponsorship to the team through his

business. Colton Dridan said that the whole team is very thankful for all the support that they have received in regards to this. He said that they have a board meeting coming up on the 29<sup>th</sup> of September at the American Legion where all are welcome to attend. Councilor DeMassi said that she thinks this is wonderful and that she fully supports it as well. Councilor Corradino said that he would like to thank the Mayor to bringing this to their attention and that he supports it as well.

***THE MAYOR'S OFFICE WILL PREPARE THE RESOLUTION.***

A motion to adjourn the meeting was made at 7:05 p.m. by Councilor Wilmott. A second was made by Councilor DeMassi, and was unanimously approved.

Respectfully Submitted

Brooke Fitzgerald  
Recording Secretary