

**ADMINISTRATIVE SERVICES
COMMITTEE MEETING
September 17, 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, Councilor Tesoriero, and Councilor Wilmott.

OTHERS PRESENT: Councilor McBrearty; Councilor Gosek; William Barlow, Mayor; Tory DeCaire, Police Chief; Kevin Caraccioli, City Attorney; Deborah Coad, City Chamberlain; Tom Kells, Commissioner of Public Works; Justin Rudgick, Director of Community & Economic Development; Randall Griffin, Fire Chief; and Mark Tesoriero, City Clerk.

MEDIA PRESENT: Steve Yablonski, Oswego Daily News.

A motion to approve the minutes of September 4, 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 Engineering Department requests approval of Change Order No. 1 for the general contract with W.D. Malone Trucking & Excavating, Inc. for the West Side Rehabilitation of Sanitary Sewer- Second 25%. Funding for Change Order is provided from the allowance under BI-13 for Miscellaneous Additional Work. Bob Johnson said this is a \$28,000 change order for increase in size of the sewer line. He said the records showed there was a 15" line but it was a 20" line and they had to have a new liner made for it.

COMMITTEE DECISION: Councilor Tesoriero made a motion to forward a favorable recommendation to the Full Council granting approval of Change Order No. 1 for the general contract with W.D. Malone Trucking & Excavating, Inc. for the West Side Rehabilitation of Sanitary Sewer- Second 25%. Councilor Wilmott seconded the motion, unanimous approval.

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

2. Randall Griffin, Fire Chief, requests permission to send one (1) member of the Oswego Fire Department to attend the planning and preparedness for the Chicago Marathon hosted by the City of Chicago Emergency Management Unit to be held October 5-7,

2018. Chief Griffin said this is for travel expenses. He said the City of Chicago Office of Emergency Management has extended an invitation to the City of Houston and the City of Oswego to help with the preparedness planning and the execution of their marathon. He said it will give them the experience of managing large incidents. He said they will send the Deputy Chief of Emergency Management to Chicago for three days.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council granting permission to send one (1) member of the Oswego Fire Department to attend the planning and preparedness for the Chicago Marathon hosted by the City of Chicago Emergency Management Unit to be held October 5-7, 2018. 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, DPW Commissioner, requests approval of several transfer of funds between multiple Department of Public Works Accounts. Commissioner Kells said this is just clearing up some accounts that have lower amounts of money and put them into other accounts so they can purchase needed equipment and supplies.

COMMITTEE DECISION: Councilor Tesoriero made a motion to forward a favorable recommendation to the Full Council granting approval of several transfer of funds between multiple Department of Public Works Accounts. Councilor DeMassi seconded the motion, unanimous approval.

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

4. Thomas Kells, DPW Commissioner, requests the City Chamberlain to complete a budget amendment to Account F8340.0410, Transmission and Distribution, Materials and Supplies Account for the completion of the Route 48 and West Fourth Street Water Projects. Commissioner Kells said the money wasn't all used. He said the project is not complete and they still need the money to pay for materials and supplies. Councilor Corradino said because the money wasn't used in 2017 it goes back into the General Fund and they have to designate it again. He asked if they have the money. Mrs. Coad said yes. She said it is just reallocating the money.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council authorizing the City Chamberlain to complete a budget amendment to Account F8340.0410, Transmission and Distribution, Materials and Supplies Account for the completion of the Route 48 and West Fourth Street Water Projects. 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 Tesoriero. A second was made by Councilor Hill, and was unanimously approved.

Respectfully Submitted,

Mary M. Annal
Recording Secretary