

**ADMINISTRATIVE SERVICES
COMMITTEE MEETING
September 4, 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; Kevin Caraccioli, City Attorney; Deborah Coad, City Chamberlain; Randall Griffin, Fire Chief; and Caroline Anderson, Animal Control Officer.

MEDIA PRESENT: Steve Yablonski, Oswego Daily News; B. Rae Perryman, Palladium Times.

A motion to approve the minutes of August 20, 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. Caroline Anderson, Animal Control Officer, requests permission to accept a donation for the Oswego Animal Shelter in the amount of \$1,373.00. Donation was made by Caroline Robertson and was collected at a Pegasus Benefit Concert. Caroline Anderson said the concert was at the Ferris Wheel and they would like to donate the proceeds of the concert to the Animal Shelter.

COMMITTEE DECISION: Councilor Tesoriero made a motion to forward a favorable recommendation to the Full Council granting permission to accept a donation for the Oswego Animal Shelter in the amount of \$1,373.00. Councilor Wilmott seconded the motion, unanimous approval.

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

2. Caroline Anderson, Animal Control Officer, requests an intradepartmental transfer from A.3510.0200 Equipment to A.3510.0102 Personal Services-Overtime in the amount of \$15,000.00 to cover cost of overtime for the remainder of the calendar year. Caroline Anderson said they have had a busy summer but it has been normal activity.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council authorizing an intradepartmental transfer from A.3510.0200 Equipment to A.3510.0102 Personal Services-Overtime in the amount of \$15,000.00 to cover cost of overtime for the remainder of the calendar year. Councilor DeMassi seconded the motion, unanimous approval.

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

3. Commissioner Tom Kells is requesting use of funds from the Ice Rink Capital Reserve account, not to exceed \$75,000.00. These funds are needed for repairs to HVAC, electrical and other general maintenance at the City skating rinks. Councilor Corradino said this has been done in the past. He said the ice skating rink has a dedicated account for repairs. Mrs. Coad said the account has \$250,000 in it. She said some of it was allocated in the budget.

COMMITTEE DECISION: Councilor DeMassi made a motion to forward a favorable recommendation to the Full Council authorizing the use of funds from the Ice Rink Capital Reserve account, not to exceed \$75,000.00 for repairs to HVAC, electrical and other general maintenance at the City skating rinks. Councilor Tesoriero seconded the motion, unanimous approval.

THE PUBLIC WORKS DEPARTMENT WILL PREPARE THE RESOLUTION.

4. City Attorney Kevin Caraccioli is requesting the acceptance of the proposal submitted by Delta Engineers to undertake Professional Engineering and Land Surveying Services for the City of Oswego Flood Damage Repair Design Services. Councilor Corradino said Delta Engineers was the low bidder. Chief Griffin said they received a disaster declaration from the federal government related to the flooding. He said Delta Engineering was hired to do a disaster assessment to prove the disaster damage. He said since then they have used them a number of times to convey to FEMA the amount of damage that was done and what it will take to bring it back to pre-disaster condition. He said not only are they the lowest bid but they did the most work on the project and are aware of the damage so that is why they would like to continue to use them. He said the engineering study is to meet the needs of FEMA. Mr. Caraccioli said he prepared the resolution. He said they are two important modifications. He said the local share is 25% and not 10%. He said in discussing this with the Chamberlain she has determined that a budget amendment is needed. Councilor Corradino said the ballpark estimate of this is \$10 million. He said the city share at 25% would be \$2.5 million. Chief Griffin said they may be able to use FEMA mitigation money toward the 25%. Councilor Corradino asked where they will get the money from. Mrs. Coad said the fund balance.

COMMITTEE DECISION: Councilor DeMassi made a motion to forward a favorable recommendation to the Full Council granting approval to accept the proposal submitted by Delta Engineers to undertake Professional Engineering and Land Surveying Services for the City of Oswego Flood Damage Repair Design Services. Councilor Tesoriero seconded the motion, unanimous approval.

THE CITY ATTORNEY'S OFFICE WILL PREPARE THE AMENDED RESOLUTION.

A motion to adjourn the meeting was made at 6:44 p.m. by Councilor Hill. A second was made by Councilor DeMassi, and was unanimously approved.

Respectfully Submitted,

Mary M. Annal
Recording Secretary