

**ADMINISTRATIVE SERVICES
COMMITTEE MEETING
October 7, 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 Hill, Councilor Tesoriero, and Councilor Wilmott.

Councilor DeMassi was excused.

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

MEDIA PRESENT: Steve Yablonski, Oswego Daily News; Matthew Reitz.

A motion to approve the minutes of September 16, 2019 meeting was made by Councilor Hill and seconded by Councilor Wilmott; minutes were approved by a unanimous vote.

OLD BUSINESS: There was no old business.

NEW BUSINESS:

1. Mayor William J. Barlow, Jr. seeks favorable consideration from the Common Council to appropriate funds to support the purchase and training of service dogs by the Oswego County Veterans Agency to assist disabled military veterans. Mayor Barlow said that this is an agreement between the City of Oswego and the Oswego County Veterans agency. He said it is a \$10,000 agreement to fund service animals for military veterans who are suffering from PTSD and other service related illnesses. He said what they want to do is partner with the County for a pilot program to test this out. He said each dog costs about \$2,500, so this will fund about four service dogs. He said that the growth of this program will be dependent on the need for more dogs. He said it is a one year agreement, so they will have to place the dogs with a veteran within that timeframe. Councilor McBrearty said that she thinks this is a wonderful idea and that she supports it.

COMMITTEE DECISION: Councilor Tesoriero made a motion to forward a favorable recommendation to the Full Council for authorization to appropriate funds to support the purchase and training of service dogs by the Oswego County Veterans Agency to assist disabled military veterans. Councilor Hill seconded the motion, unanimous approval.

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

2. Mayor William J. Barlow, Jr. seeks favorable consideration from the Common Council to appropriate funds to support additional overtime for the members of the Oswego City Police Department to assist with "Quality of Life" (QOL) patrols for the remainder of 2019, and for 2020. Mayor Barlow said that this is a proposal for \$90,000 to use towards Quality of Life patrols that will be performed by the Oswego Police Department. He said this is a response to the recent increase in late night disturbances throughout the City's neighborhoods. He said \$18,000 of this will go towards this year (2019) and that \$72,000 will go towards the 2020 year. He said the patrols will focus on Thursday, Friday, and Saturday nights between 7 p.m. to 3 a.m. He said that this is not targeted at one specific issue but rather that the patrols will occur wherever the activity is for that specific night. Councilor Hill said that he supports this. Councilor Corradino asked for clarification that this is will be for all the Wards in the City. Mayor Barlow said yes, it is for all Wards not just one.

COMMITTEE DECISION: Councilor Wilmott made a motion to forward a favorable recommendation to the Full Council for authorization to appropriate funds to support additional overtime for the members of the Oswego City Police Department to assist with "Quality of Life" (QOL) patrols for the remainder of 2019, and for 2020. Councilor Tesoriero seconded the motion, unanimous approval.

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

3. The Office of Economic Development and the Mayor's Office recommend the selection and approval of the bid submitted by W.D. Malone Trucking & Excavating, Inc. for the construction of the W. Seneca Street Bikeway project. Mayor Barlow said that the City won a grant for this in December of 2016. He said at that time the total estimated cost for this project was \$490,000 and the grant was a 50/50 match so the City received \$245,000 He said that we have two bids, the low being \$688,000 and the other being \$724,000. He said that they have to go with the \$724,000 grant. Councilor Tesoriero said that he is in support of this and he hopes it will reduce the speed of cars in the area. A Citizen from the audience asked if there is any way to scale the project back to reduce cost since the bid was

higher than the original estimate. Mayor Barlow said that ultimately it is up to the Council if they wish to scale back. He said it is the Councilor's decision if they would like to scrap this and seek new bids, but he believes the residents have already been waiting long enough for it. Councilor McBrearty said that she is very excited for this and hopes to see it implemented soon. Councilor Gosek said he feels as though this is a lot of money for just 5 blocks and asked where the money is coming from. Councilor Hill clarified that it is grant funded and that he also supports this. Mayor Barlow said that there could be a small fluctuation in price once the project starts. Councilor Corradino said that he supports this as well.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council to authorize the selection and approval of the bid submitted by W.D. Malone Trucking & Excavating, Inc. for the construction of the W. Seneca Street Bikeway project. Councilor Wilmott seconded the motion, unanimous approval.

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

4. Thomas Kells, Commissioner of the Department Public Works, requests authorization for the City Chamberlain to make various transfers within the department. Thomas Kells said that this is to purchase equipment within the department, such as crew cab trucks. Councilor Corradino said that this budget request is not unusual and that he supports it.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council to authorize the City Chamberlain to make various transfers within the department. Councilor Wilmott seconded the motion, unanimous approval.

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5. Randall B. Griffin, Fire Chief, is requesting an intra-departmental transfer to be used for miscellaneous repairs and items. Randall Griffin said that they had some money left over from Physical that they would like to put towards the infrastructure of the station as well as purchasing some new equipment.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council to authorize the request for an intra-departmental transfer to be used for miscellaneous repairs and items. Councilor Tesoriero seconded the motion, unanimous approval.

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6. Randall B. Griffin, Fire Chief, requests funding to purchase a new ambulance for the Oswego Fire Department through State Contract Pricing. Randall Griffin said that with the Mercedes Ambulance that they currently have they have spent about \$20,000 in the past two years on repairs to it. He said that they have the people to staff a new ambulance but they just need the ambulance. He said that they are asking for a budget amendment to allow them up to \$145,000 and that they plan to go through State Purchasing so that they can get the best price. Councilor Corradino asked how quickly they could get this new truck. Randall Griffin said it would most likely take about 6 to 8 months. Councilor Tesoriero asked why this was not budgeted for. Randal Griffin clarified that the Mayor choose to remove it from the 2020 budget to get the tax incentive and asked them to put it on the 2019 budget.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council to authorize the request for funding to purchase a new ambulance for the Oswego Fire Department through State Contract Pricing. Councilor Wilmott seconded the motion, unanimous approval.

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

7. Randall B. Griffin Fire Chief, requests permission to accept one (1) Laser Methane Mini Gas Meter from the NYS Public Service Commission. Randall Griffin said that recently there have been many gas related incidents, nationwide, that have resulting in the loss of firefighter lives. He said, because of this, the NYS Public Service Commission is requiring that stand off protection is provided and is giving a Methane Gas Meter to the City. He said this allows them to stand 100 feet away, with the use of a laser, to get reading on natural gas, propane, and methane leaks.

COMMITTEE DECISION: Councilor Tesoriero made a motion to forward a favorable recommendation to the Full Council to authorize the request for permission to accept one (1) Laser Methane Mini Gas Meter from the NYS Public Service Commission. Councilor Wilmott seconded the motion, unanimous approval.

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

8. The Wastewater Department requests authorization for the City Chamberlain make transfers within the Wastewater Department's Budget. John McGrath said that this is a transfer of funds for purchase of equipment, specifically with the centrifuge at the East Side Plant. He said this is also for generator maintenance and heating installation. Councilor Corradino asked if it is the centrifuge that was recently purchased that is having problems. John McGrath that yes it is. Councilor Tesoriero asked for more details about the heating portion of this. John McGrath said that the equipment has been purchased and that they had to take care of the roof before they install the new heating equipment.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council to authorize the request for authorization for the City Chamberlain make transfers within the Wastewater Department's Budget. Councilor Tesoriero seconded the motion, unanimous approval.

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9. Caroline Anderson, Animal Control Officer, requests permission to be granted to the City Chamberlain to make two transfers to the Animal Control Personal Services – Overtime account to cover Animal Control staff overtime costs for the remainder of the 2019 calendar year. Caroline Anderson said that this transfer is to cover overtime pay for when the staff stays late. She said that they have exhausted their account for the budget this year and has approximately \$10,000 that could be used from the Equipment Account if an intradepartmental transfer was done. She said she is also requesting a \$5,000 transfer from the Contingent Fund. Councilor Tesoriero asked this was similar to what Animal Control asked for last time. Caroline Anderson said she believes it is slightly less than what was asked for previously this year and that they are trying to get better at predicting their needs but that it is hard to predict such things.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council to authorize the request for permission to be granted to the City Chamberlain to make two transfers to the Animal Control Personal Services – Overtime account to cover Animal Control staff overtime costs for the remainder of the 2019 calendar year. Councilor Wilmott seconded the motion, unanimous approval.

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

A motion to recess the meeting was made at 5:57 by Councilor Hill. A second was made by Councilor Tesoriero, and was unanimously approved.

The Council entered into Executive Session at 7:37 p.m. and reconvened at 7:54 p.m.

No action was taken.

Councilor Wilmott made a motion to adjourn. Councilor Tesoriero seconded the motion, and it was unanimously approved.

Respectfully Submitted,

Brooke Fitzgerald
Recording Secretary