

**CITY OF ONEIDA
FIRE DEPARTMENT**



**DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE**

Kevin Salerno
Fire Chief

109 North Main Street
Oneida, New York 13421
TEL: 315-363-1910
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ksalerno@oneidacity.com

***Oneida Fire Dept
Monthly Reports***

June 2015

CITY OF ONEIDA FIRE DEPARTMENT



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2nd OTR Report

July 13, 2015

Mayor / Common Council

Great news to report for the 2nd quarter of 2015 for the fire department. Call volume so far this year is running behind 2014 numbers by 75 calls. Our overtime is significantly down from previous years as well. We have so far spent \$42,630.00 ***less*** in overtime than we did for this same period in 2014. This can be attributed to operating at full strength for pretty much most of the year and the fact that our last 2 firefighter hires came to us already trained, saving significant overtime costs covering their shifts had they had to have gone to the fire academy. We are \$65,486.00 behind 2013 overtime numbers, a trend I am hoping to continue.

In the 2nd quarter, we finished the new fire truck specifications and got the contract signed and completed. We have been given an April 4, 2016 projected delivery date of that truck. We also completed the specifications for the new Rescue truck, put it out for bid and awarded the contract for both the Rescue truck and the extrication equipment budgeted for in our 2015 budget. The bid was awarded to Har Rob Fire Equipment in Syracuse. That truck should be finished sometime around November 2015. Even though the sale of our old truck actually took place recently in the 3rd quarter, I am happy to report that we did not have to negotiate the sale price of that vehicle. The Oran Fire Department in Oran Iowa loved the truck and paid full market value, allowing the fire department to be able to put \$25,000.00

in unexpected revenue back into the City's coffers. They stated the truck ran great all the way to Iowa.

As you are all aware also in the 2nd quarter the fire department was recognized by Midstate EMS and received the Excellence in Quality and Safety award. I am most proud of this award as it demonstrates where we have brought our EMS program in such a short amount of time. By putting the right people in the right positions and letting them do what they do best, Lt. Hoffman and FF Jeffrey have done such a transformation with not only the service we provide to City residents, but they have completely reinvigorated our in house EMS training and recertification programs, as well as increased our advanced care providers at minimal cost to my budget. We are now generating income recertifying in house rather than expending funds for recertification.

As you are also aware of, we were just recently notified that we have been awarded the SCBA grant from FEMA. The total grant award was \$ 160,500.00, minus the Cities contribution. Spending \$ 2,400.00 to hire a professional grant writer was some of the best money we have spent, and \$ 1,500.00 of that expense was reimbursed by FEMA, so we actually only spent \$ 900.00. That's a pretty good return on our investment. The bid specifications are complete and we should be out to bid this month and expect to have the new SCBA's here somewhere around October.

We are still working on getting businesses off of the City alarm system. As you may remember, the system will be taken off line by us this coming January. We have been sending letters and talking with them personally at least 4 time now since we decided to remove the municipal alarm system back in 2014. We are optimistic that everyone will be offline by the December 31, 2015 date they have been given for over a year now.

In May, thanks to the generosity of H.P. Hood, we had a department wide training exercise in the old Welton Motors building. H.P. Hood was gracious enough to let us come up before they tore the building down and train there. Coming up with places to do actual hands on training is a difficult task for us. By having this building, the members were able to do actual roof ventilation drills, firefighter extrication training as well as numerous search and rescue scenarios. We had a very

good turnout from our membership, which helped make the drills an all-around success.

The 2015 FEMA grants are opening soon and we are in discussion with our grant writer as to what FEMA is looking towards funding this year. Preliminary discussions with him indicated EMS may be a good area to ask for grants. My intentions are to possibly write a grant for upgrading some of our dated EMS equipment this year and then writing a grant to replace all of our turn out gear in 2016.

A handwritten signature in black ink that reads "Kevin Salerno". The signature is written in a cursive style and is underlined with a single horizontal line.

Kevin Salerno

Fire Chief

City of Oneida Fire Department

June, 2015	5/31-6/27	YTD
FIRE	\$346.76	\$6,574.67
RESCUE	\$485.31	\$3,908.76
NON-FIRE	\$1,865.53	\$11,864.82
EMERGENCY RESPONSE TOTALS	\$2,697.59	\$22,348.25
PERSONAL LEAVE (0112)	\$0.00	\$296.71
SICK/INJURY (0102)	\$1,229.00	\$12,202.48
BEREV/MILITARY (0102)	\$298.37	\$2,418.84
OPEN SHIFT (0114)	\$3,792.93	\$20,990.51
TRAINING/EMS (0107)	\$766.96	\$2,306.07
TRAINING- REG (0109)	\$173.18	\$764.67
REPAIR(0102)	\$0.00	\$184.66
FIRE MARSHAL (0108)	\$231.08	\$1,873.38
REG OT not categorized above(102)	\$0.00	\$2,990.84
FIRE ALARM WORK 110	\$0.00	\$485.74
OPERATIONAL TOTALS:	\$6,491.51	\$44,513.88
TOTAL:	\$9,189.10	\$66,862.13

TYPE OF CALLS REPORT
AND NUMBER OF CALLS

FIRE	0
RESCUE	156
NON FIRE	36
TOTAL	192

Call Comparison

	2014	2015	DIFF
FIRE	19	17	-2
RESCUE	846	817	-29
NON FIRE	255	211	-44
Totals:	1120	1045	-75

Overtime Expenditures

Acct	Start Bal	This period	YTD Bal
Regular 102	\$125,000.00	\$4,224.96	\$84,854.94
Train/EMS 107	\$8,000.00	\$766.96	\$5,693.93
Fire Mar 108	\$5,900.00	\$231.08	\$4,026.62
Train/Reg 109	\$4,150.00	\$173.18	\$3,385.33
Pers Lv 112	\$2,500.00	\$0.00	\$2,203.29
Short Shift 114	\$21,840.00	\$3,792.93	\$849.49
FIRE ALARM WORK 110	\$4,000.00	\$0.00	\$3,514.26

CITY OF ONEIDA FIRE DEPARTMENT



DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE

Fire Marshal's Office
Timothy S. Cowan, Fire Marshal

109 North Main Street
Oneida, New York 13421
TEL: 315-363-1910
FAX: 315-363-3437
tcowan@oneidacity.com

FIRE MARSHAL MONTHLY REPORT JUNE 2015

TITLE / NAME	TOTAL HOURS
FIRE MARSHAL COWAN	13
ASST. FIRE MARSHAL FIELDS	7
INSPECTOR BALL	4
INSPECTOR WALKER	0
INSPECTOR CAVANAGH	1
INSPECTOR KAZLAUSKAS	3.5
INSPECTOR KROL	14.5
INSPECTOR RELYEA	6
FIREFIGHTERS	11
TOTAL OFFICE HOURS	60

OFFICE BREAKDOWN	TOTAL INSPECTIONS
BUSINESS INSPECTION	6
BUSINESS REINSPECTION	1
BUSINESS C OF C	1
PUBLIC ASSEMBLY INSPECTION	4
PUBLIC ASSEMBLY REINSPECTION	0
PUBLIC ASSEMBLY C OF C	0
OPERATING PERMITS	0
SOLID FUEL BURNING DEVICE	0
ORDER TO VACATE	2
VACANT PLACARDS	0

OFFICE BREAKDOWN CONT.	TOTAL HOURS
VACANT BUILDING INSPECTIONS	0
KNOX BOX WORK	2
COMPLAINTS	2
NO SHOW	0
FLOOD DAMAGE INSPECTIONS	0 HOURS
MEETINGS / CODES SCHOOL	1.5 HOURS
PLAN REVIEW	8 HOURS
MISCELLEANOUS	8.5 HOURS
FIRE INVESTIGATION	0 HOURS
FIRE PREVENTION	1 HOURS

FIRE MARSHAL'S ACTIVITIES

- Stoneleigh Housing on N. Warner Street has begun construction of the buildings on site. To date approvals have been given for the fire alarm and the sprinkler plans. The buildings are of lightweight construction and will be identified as such. I took my shift on location for training to discuss the hazards of lightweight constructions and the fire protection features of the buildings.
- Letters were sent out to business owners on the municipal alarm system to advise them the system will be off-line on January 1, 2016 and that they need to be tied into an alarm company.
- Started the inspection process for Wal-Mart. This inspection took a few days to complete due to the size of the store. LPS advised me that the store will be going through a remodel starting in August lasting approximately 2-3 months.
- Assistant Fire Marshal Fields has been dealing with Sparkling Devices and the regulations that go along with them. This will be a topic we will need to address in the future.

CITY OF ONEIDA

DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE

Kevin Salerno, *Chief*



109 North Main Street
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Fire Department Revenue- June, 2015

Alarm Permits:	\$60.00
Solid Fuel Burning Permits:	\$60.00
Tent Inspections:	\$180.00
Fire/Housing Inspections :	\$ 11995.00 billed as of 6/30/2015
Collected:	\$ 6955.00 as of 6/30/2015

MONTHLY REPORT

POLICE DEPARTMENT

	Jun			Year to date			Change from last year
	2013	2014	2015	2013	2014	2015	
Calls For Service	758	681	725	3755	3614	3601	minus 13
Criminal Offenses	196	142	100	915	804	690	minus 114
Cleared Cases	143	99	63	689	601	530	minus 71
Arrests	84	79	68	481	508	436	minus 72
Parking Tickets	58	60	35	417	504	393	minus 111
Traffic Tickets	99	142	99	845	954	743	minus 211
DWI's	2	2	1	19	16	8	minus 8
Felony Charges	15	37	10	91	93	58	minus 35
Misdemeanor Charges	67	73	53	427	386	342	minus 44
Violation Charges	31	9	7	108	85	65	minus 20

	2014 JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Calls for Service	555	473	577	630	698	681	673	679	679	592	524	556
Criminal Offenses	142	126	90	142	162	142	147	170	165	142	124	104
Clearances	95	103	57	111	136	99	95	129	139	115	95	80
Arrests	78	89	64	90	108	79	79	104	94	81	59	62
Parking Tickets	89	98	114	95	48	60	66	63	60	42	113	72
Traffic Tickets	152	204	147	143	166	142	141	149	114	130	89	67

	2015 JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Calls for Service	543	472	602	607	652	725						
Criminal Offenses	122	73	135	102	158	100						
Clearances	96	53	105	81	132	63						
Arrests	87	41	76	62	102	68						
Parking Tickets	91	88	90	62	27	35						
Traffic Tickets	114	81	153	132	164	99						

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year
Domestic	40	32	36	52	61	62							283
Drug Case	12	13	19	27	19	27							117
Alarms	30	22	27	35	24	29							167
Mental Health	17	12	19	12	10	28							98
Disturbance/dispute fight/dis con	49	37	55	60	66	71							338
Noise	12	13	20	18	23	34							120
Trespass	13	15	9	19	26	30							112
Burglary	6	2	3	1	3	3							18
Larceny	42	26	33	35	49	60							225
Sex Offense	1	4	1	1	8	0							15
Child Abuse	5	7	4	6	5	7							34
Traffic complaint traffic arrest	70	77	58	39	61	62							367
Missing person	3	7	5	4	8	4							31
Assault harassment	18	10	17	29	35	26							135
Fraud/scams	15	7	8	9	4	9							52
Criminal Mischief	9	5	13	12	13	13							65
Stolen Vehicle	1	0	0	0	2	3							6
Accidents	53	60	44	26	34	55							272
suspicious	45	33	66	57	83	75							359

Does not include all call types for the month. Listed are more frequent type.

Overtime 2015

Month	Pay	Comp	Used	Reimbursements
Jan	\$3,322.94	297.49	263.25	\$1,077.56
Feb	\$3,676.87	66	205.5	\$0.00
Mar	\$2,998.36	140.62	235.75	\$583.56
Apr	\$4,144.98	134.62	227	\$1,005.91
May	\$13,577.75	243	306.75	\$1,751.16
Jun	\$10,719.02	186.75	418.25	\$9,074.58
Jul				
Aug				
Sep				
Oct				
Nov				
Dec				
Total				\$13,472.77

Costs after reimbursements
\$2,245.38
\$3,676.87
\$2,414.80
\$3,139.07
\$11,826.59
\$1,644.44

* comp reimbursement not included

\$24,947.15 Year costs after reimbursements

REASON	PAY	COMP
Admin./ Misc.		3.75
Complete Investigation	\$193.29	10.87
Court	\$310.02	7.50
Cover Back Time	\$3,593.02	64.87
Cover Sick Time	\$1,515.26	24.00
Cover School		
Cover Vacation	\$3,573.09	23.12
On Call Investigations	\$296.24	
School	\$185.32	33.37
Special Events	\$1,035.35	13.87
Special Investigations	\$298.84	

2015	
Year to date	
Contractual	\$22,046.32
other	\$16,739.11
Reimbursed	13,472.77
Total non	
Contractual	
not reimbursed	\$3,266.34

Note: Overtime by month (above chart) for pay periods in month.
This chart by calendar month

Pay= Overtime pay costs
Comp. = overtime comp time earned
Used= Comp time used
Reimbursements- from grants or other

Overtime 2014

Month	Pay	Comp	Used	Reimbursements
Jan	\$3,941.26	107.86	234.00	\$0.00
Feb	\$5,146.75	65.97	174.25	\$5,146.32
Mar	\$5,430.45	129.37	226.75	\$659.31
Apr	\$5,751.58	222.37	350	\$943.48
May	\$12,065.54	198.7	308.5	\$1,433.56
Jun	\$7,466.98	118.42	298.25	\$959.68
Jul	\$8,568.10	187.12	385.75	\$1,596.94
Aug	\$8,079.32	207.37	355.25	\$2,861.45
Sep	\$7,097.04	142.4	341	\$0.00
Oct	\$2,894.73	203.17	419.25	\$0.00
Nov	\$6,231.65	226.85	592.75	\$0.00
Dec	\$5,184.22	311.24	703.75	\$0.00
Total	\$97,621	2,120.89	4,386.5	\$16,187.51

Costs after reimbursements
\$3,941.26
\$0.43
\$4,771.14
\$4,808.10
\$10,631.98
\$6,507.30
\$6,971.16
\$5,217.87
\$7,097.04
\$2,894.73
\$6,231.65
\$5,184.22
\$61,670.11 Year costs after reimbursements

2015 Reimbursements- Overtime reimbursements, grant reimbursements and other.

	STEP Grant	Other	Total
	Amount	Amount	
Jan.		* 1,077.56	1,077.56
Feb			0
Mar	583.56		583.56
Apr.	1005.91		1005.91
May	1751.16		1751.16
Jun.	886.94	* \$8187.64	9074.58
Jul.			
Aug.			
Sep.			
Oct			
Nov			
Dec.			
Total	4227.57	9265.20	13,472.77
to date.			

*= PERMA Workers Comp reimbursement for Sgt. Loomis through 2/11/14. Jun Work comp reimbursement for Sgt. Loomis \$8187.64

Year to date Overtime 38,439.92
 Reimbursements 13,472.77

Costs after reimbursement: \$24,947.15

2015 Revenue- Report copy fees, fingerprint fees, record checks, etc.

Jan.	\$ 52.25		2014 total	\$10,604.98
Feb.	\$ 149.50			
Mar.	\$ 336.75	Note-Vest grant reimbursement from Attorney General's Office received. \$5285.98 One part of vest grants.		
Apr.	\$ 142.51			
May	\$ 3,155.25			
Jun.	\$ 1,428.28			
Jul.				
Aug				
Sept.				
Oct.				
Nov.				
Dec.				

Year
 to date: \$5264.54

MONTHLY REPORT

CITY

CHAMBERLAIN

TO: MAYOR AND MEMBERS OF THE COMMON COUNCIL:

THE FOLLOWING IS AN ACCOUNTING OF THE TRANSACTIONS HANDLED BY THE CITY
CHAMBERLAIN DURING JUNE, 2015

CITY AND COUNTY TAXES COLLECTED	
CITY PORTION	23,130.47
COUNTY PORTION	23,229.12
INTEREST AND PENALTIES	3,457.85
MAILING FEES AND ADVERTISING	0.00
DELINQUENT SCHOOL TAX COLLECTED	18,099.93
FEES ON SCHOOL TAXES	905.02
5% COLLECTOR'S FEE	905.02
WATER AND SEWER RENTS COLLECTED	639,860.57
WATER SERVICE CHARGES	14,565.52
TAX SALE CERTIFICATES	18,368.76
FEES ON TAX SALE CERTIFICATES	1,956.11
FILING FEES	265.00
ADVERTISING	60.00
CERTIFIED MAIL FEE	19.60
TAX SEARCHES	715.00
FINES AND PENALTIES (PARKING TICKETS)	1,350.00
SEPTAGE	1,522.50
COURT REPORT	5,646.00
COURT-BAIL FORFEIT	0
CITY CLERK EARNINGS	7,698.80
POLICE REPORT	201.25

RECREATION DEPARTMENT

FIELD/PARK/POOL RENTAL	760.00
ADULT SOFTBALL	860.00
ARMORY REVENUE	2,421.50
SWIM REC/INST/SUITS	4,549.00

8,590.50

SHERRILL KENWOOD SEWER	9,693.52
UTILITY TAXES	837.41
BANKRUPTCIES	793.23
CPR TRAINING FEES	55.00
ESCROW DEPOSIT JOSLIN	350.00
HEALTH INSURANCE	6,885.08
FIRE INSPECTION FEES	2,340.00
WATER MISCELLANEOUS	45.00
OPD BIKE AUCTION	674.00
CS TEST FEES	40.00

0

SPECIAL ASSESSMENTS

0.00

RECEIPTS FROM NEW YORK STATE
DEPARTMENTS AND AGENCIES

RECEIPTS FROM MADISON COUNTY

MADISON COUNTY TO CITY OF ONEIDA
RE: OIN TAX REIMBURSEMENT

0

MADISON COUNTY MORTGAGE TAX

0

TOTAL REVENUES COLLECTED AND
DEPOSITED BY CITY CHAMBERLAIN

REDEPOSITED ITEMS	0.00
CD REHAB PAYMENTS	854.75
REVOLVING LOAN PAYMENTS	3,880.81
TOTAL FUNDS DEPOSITED	796,995.82
CITY/COUNTY TAXES COLLECTED	46,359.59
PERCENT COLLECTED AS OF JUNE 30, 2015	93.25%
2014-2015 ONEIDA SCHOOL TAX COLLECTED	18099.93
PERCENT COLLECTED AS OF JUNE 30, 2015	32.80%

A handwritten signature in black ink, consisting of a stylized, cursive name followed by a long horizontal line extending to the right.

MONTHLY REPORT

CITY CLERK

CITY OF ONEIDA
OFFICE OF THE CITY CLERK

REPORT FOR THE MONTH OF JUNE 2015

COUNTER SERVICE:

Total Income from Counter Service: \$ 11,195.25

City's Share of Total Income: \$ 10,495.70

ITEMS	TOTAL FUNDS COLLECTED	CITY'S SHARE
-------	-----------------------	--------------

DOGS

LATE FEE TAG	\$ -	\$ -
3 IMPOUNDMENT	\$ 100.00	\$ 100.00
S/N NYS SURCHARGE \$ 1.00	\$ 73.00	\$ -
73 LICENSES S/N	\$ 803.00	\$ 803.00
11 LICENSES UN S/N	\$ 275.00	\$ 275.00
1 EXEMPT DOGS	\$ -	\$ -
US/UN NYS SURCHARGE \$ 3.00	\$ 33.00	\$ -
	\$ -	\$ -
	\$ 1,284.00	\$ 1,178.00

BINGO

GAMES RECEIPTS		\$ -
	\$ -	\$ -

GAMES OF CHANCE/BELL JAR

RECEIPTS GAMES		\$ -
	\$ -	\$ -

MARRIAGES

10 LICENSES	\$ 400.00	\$ 175.00
	\$ 400.00	\$ 175.00

OTHER ITEMS

MISC ITEMS(Notary fee,photo copies,etc.)	\$ 129.25	\$ 129.25
241 MISC CERTIFICATES	\$ 2,410.00	\$ 2,410.00
20 CERT OF OCCUPANCY	\$ 315.00	\$ 315.00
18 BUILDING PERMITS	\$ 3,791.00	\$ 3,791.00
BUILDING PERMIT FEES (LATE)	\$ 478.00	\$ 478.00
SECOND HAND DEALERS PERMIT		\$ -
3 TRUSS ID	\$ 150.00	\$ 150.00
Z.B.A. APPLICATIONS		\$ -
TRAILER PARK PERMITS		\$ -
AMUSEMENT DEVICE LICENSES		\$ -
EXCAVATION PERMITS		\$ -
TAXI BUSINESS		\$ -

ITEMS	TOTAL FUNDS COLLECTED	CITY'S SHARE
LATE FEES (CLERK)		
19 DEED REC. FEE	\$ 570.00	\$ 570.00
DEED COPIES		
FILING FEE (SUB DIV MAPS)		
TAXI DRIVER		\$ -
TAXI VEHICLES		\$ -
9 SIGN PERMIT	\$ 475.00	\$ 475.00
SITE PLAN		\$ -
CONDITIONAL USE PERMIT		\$ -
MINOR PLAT	\$ -	\$ -
MAJOR PLAT		\$ -
1 SEWER PERMIT	\$ 50.00	\$ 50.00
3 TENT PERMIT	\$ 180.00	\$ 180.00
1 WOOD STOVE PERMIT	\$ 60.00	\$ 60.00
2 SOLICITOR LICENSE	\$ 150.00	\$ 150.00
6 ADDITIONAL SALESPERSON	\$ 90.00	\$ 90.00
1 SPECIAL EVENTS	\$ 25.00	\$ 25.00
ANIMAL CONTROL		\$ -
3 ALARM	\$ 60.00	\$ 60.00
1 GARBAGE	\$ 100.00	\$ 100.00
JUNK		\$ -
SUBDIVISION APPL. (Waiver of Non-appli)	\$ -	\$ -
ZONE CHANGE APPLICATION		\$ -
USE VARIANCE		\$ -
2 AREA VARIANCE	\$ 100.00	\$ 100.00
	<u>\$ 9,133.25</u>	<u>\$ 9,133.25</u>

MADISON COUNTY LANDFILL

27 CARDS	\$ 378.00	\$ 9.45
	<u>\$ 378.00</u>	<u>\$ 9.45</u>

GRAND TOTALS \$ 11,195.25 \$ 10,495.70

DISBURSEMENTS

CITY CHAMBERLAIN	\$ 10,495.70
MADISON CO. TREAS.-LANDFILL	\$ 368.55
NYS DEPT. OF HEALTH	\$ 225.00
STATE COMPTROLLER - BELL JAR	
STATE COMPTROLLER-BINGO	
NYS DOG SURCHARGE	\$ 106.00
NYS COMPTROLLER G	
TOTALS	<u>\$ 11,195.25</u>

20 DEATHS RECORDED
31 BIRTHS RECORDED
27 HANDICAPPED PARKING PERMITS

RESPECTFULLY SUBMITTED,

SUE PULVERENTI - CITY CLERK

MONTHLY REPORT

PARKS &

RECREATION

A. Max Smith
Mayor



Lucas M. Griff
Director

CITY OF ONEIDA
DEPARTMENT OF PARKS AND RECREATION
ONEIDA RECREATION CENTER, 217 CEDAR STREET
ONEIDA, NEW YORK 13421
Telephone: (315) 363-3590 Fax: (315) 363-6062
www.oneidacity.com

June 2015

REVENUE

In the month of June the Recreation Department generated a total of \$8,886.50 in revenue.

USAGE/COMPARISON

Our June 2015 Gym rental revenue is down 34% from June 2014. In June of 2014 we generated \$3,169.50 in gym rental revenue as compared to \$2,087.50 in 2015. Our June room rentals were \$60.00 as compared to \$240.00 in 2014. As of July 1, 2015 our yearly gym rental revenue is \$20,694.00 as compared to \$20,113.00 on July 1, 2014, a 2% increase, our room rentals revenue is \$2,725.50 in 2015 as compared to \$1,625.50 in 2014 a 67% increase.

Below are charts that show the number of rentals we have booked last year and this year.

2014 Yearly Numbers

Rec Center Rentals	Gym Rentals	Room Rentals	Tot Parties	Teen Parties	Total
January	17	7	15	0	39
February	24	7	16	5	52
March	29	8	23	4	64
April	21	9	19	0	49
May	6	5	21	3	35
June	10	3	23	4	40
July	14	1	3	0	18
August	12	1	6	0	19
September	10	2	11	0	23
October	7	8	15	2	32
November	13	4	17	3	37
December	18	8	14	3	43
TOTAL	181	63	183	24	451

2015 Yearly Numbers

Rec Center Rentals	Gym Rentals	Room Rentals	Tot Parties	Teen Parties	Total
January	13	7	21	1	42
February	19	17	16	1	53
March	22	19	21	0	62
April	22	19	20	0	61
May	10	17	27	0	54
June	13	11	11	0	35
July					
August					
September					
October					
November					
December					
TOTAL	99	90	116	2	307

As the 2 charts show, building use in June 2015 was down slightly from 2014. When we get to the summer months the building use usually drops off by more than half. More people are outside and renting the parks and during the summer the gym is usually very warm. This down time gives us a chance to maintain some of our higher traffic areas in the Recreation Center.

MAINTENANCE

With all the rain we have been getting the grass growth has not slowed down yet, this has kept the maintenance guys very busy. Along with keeping the grass cut the guys also opened the pool the first week of June. Opening the pool consist of hooking up all the water pipes, draining and cleaning the pool, installing ladders, moving picnic tables and benches and cleaning the whole facility. The guys did a great job with the opening of the pool facility, everything was completed on time and the pool opened on June 15th.

Updates

We have continued to stay in touch with Madison Co. Soil and Water about the stream bank project at Maxwell Field. An archeological survey was conducted in April, we have not been notified of any significant finding yet.

Things continue to move along with the rail trail, the committee held there monthly meeting and discussed some of the upcoming events. A trail walk though was held on the 22nd, staff from the Madison County Planning Dept., Jon R. City Engineer, Mayor Smith, Rail Trail Committee members, myself and a represented from C&S engineers walked the proposed grant sections of the trail. The walk proved to be very beneficial giving everyone a firsthand look at the current trail conditions and as well as the opportunity to discuss the improvements that will be made.

A public input meeting was held on the 30th at the Kallet. The purpose of the meeting was to give City residents a chance to see the proposed improvements to the trail and voice their opinions. There was not a huge turnout from the public but the folks who did show were very interested in the project and offered some great feedback.

The Oneida Are Day Care Center is holding their school age program at the Recreation Center this summer. They do plan to move the program here this upcoming school year though.

We are in full swing with our summer activities, t-ball and both adult softball leagues are going along well. T-ball finishes up this month and both of the Men's leagues run into July. Once school lets out for the summer the pool will open up full time with swim lessons, open swim and swim team.

A second new bathroom door was installed at Allen Park, we had one installed last month as well. Last fall the doors were kicked in by some kids and the frames of the doors were damaged so much that they had to be replaced.

I have meet with some folks from the Madison County Summer Youth Employment Program a couple times. There will be a group of about 15 youth and 3 adults performing work for us during the month of July. Some of the planned projects are; trail work and clearing around the old swimming pool at Mt Hope Reservoir, trail work and building primitive camping sites at Duross Consevancy, trail work at Hubbard Place rail trail, and debris clean up at Carinci Park.

The City's annual fishing derby was held on June 13th at Mt Hope Reservoir. We did not have a huge turnout of kids, but the kids that were there caught a lot of fish and had a great time on a beautiful morning.

The summer park maintenance workers started in June. They spent the first 2 weeks at Allen Park cleaning up the playground and painting bathrooms and the pavilion.

I met with a representative from Lowes earlier this month, they contacted me about a community outreach project that they are looking to complete. We met and Higginbotham park and discussed a significate makeover to the park. Some of the improvements discussed were removing a lot of the old shrubs and replacing with new shrubs, painting the pavilion and the floor under, as well as spreading new mulch throughout the park.

Respectfully submitted,

Lucas Griff
Recreation Director

City of Oneida Recreation Department
 Monthly Revenue - June 2015

Date	Program/Individual	Amount	Receipt	Deposited	Date	Program/Individual	Amount	Receipt	Deposited
5/29/2015	Rec Center - Gym/Tot	\$55.00	8699	6/1/2015	Balance Forward	\$5,146.50			
	Adult Softball	\$455.00	8700		6/16/2015	Rec Center - Gym/Tot	\$130.00	8731	6/18/2015
	Rec Center - Gym/Tot	\$55.00	8701		6/17/2015	Rec Center - Gym/Tot	\$80.00	8732	
	VOID		8702			Chapman Pool	\$113.00	8733	
5/31/2015	Rec Center - Gym/Tot	\$50.00	8703			Rec Center - Room	\$15.00	8734	
6/1/2015	Field/Park Rental	\$30.00	8704			Chapman Pool	\$275.00	8735	
6/2/2015	Field/Park Rental	\$30.00	8705	6/3/2015	6/19/2015	Chapman Pool	\$212.00	8736	6/22/2015
	Chapman Pool	\$345.00	8706		6/20/2015	Rec Center - Gym/Tot	\$65.00	8737	
	Rec Center - ARC	\$200.00	8707			Rec Center - Gym/Tot	\$30.00	8738	
	Field/Park Rental	\$585.00	8708	6/5/2015	6/22/2015	Chapman Pool	\$889.00	8739	
	Rec Center - Gym	\$187.50	8708			Rec Center - Gym/Tot	\$70.00	8740	6/23/2015
	Rec Center - Room	\$45.00	8709		6/23/2015	Chapman Pool	\$503.00	8741	
6/5/2015	Rec Center - Gym	\$300.00	8710		6/24/2015	Chapman Pool	\$238.00	8742	6/25/2015
	Chapman Pool	\$370.00	8711			Field/Park Rental	\$40.00	8743	6/29/2015
	Rec Center - Gym/Tot	\$50.00	8712	6/9/2015		Rec Center - Gym	\$75.00	8743	
6/7/2015	Rec Center - Gym/Tot	\$65.00	8713		6/26/2015	Rec Center - Gym/Tot	\$95.00	8744	
6/8/2015	Rec Center - Gym/Tot	\$90.00	8714			Chapman Pool	\$470.00	8745	
	Chapman Pool	\$125.00	8715		6/27/2015	Rec Center - Gym/Tot	\$60.00	8746	6/30/2015
	Rec Center - Gym/Tot	\$55.00	8716	6/11/2015	6/28/2015	Rec Center - Gym/Tot	\$30.00	8747	
	Adult Softball	\$405.00	8717		6/29/2015	Chapman Pool	\$350.00	8748	
	Rec Center - Gym/Tot	\$60.00	8718			TOTAL	\$8,886.50		
6/10/2015	Chapman Pool	\$305.00	8719						
	Rec Center - Gym/Tot	\$100.00	8720	6/17/2015					
6/11/2015	Rec Center - Equipment	\$20.00	8721						
	Rec Center - Gym/Tot	\$140.00	8722						
6/12/2015	Chapman Pool	\$290.00	8723						
6/13/2015	Rec Center - Gym/Tot	\$65.00	8724						
	Rec Center - Gym/Tot	\$120.00	8725						
6/14/2015	Rec Center - Gym/Tot	\$60.00	8726						
6/15/2015	Chapman Pool	\$125.00	8727						
6/16/2015	Chapman Pool	\$289.00	8728						
	Field/Park Rental	\$45.00	8729	6/18/2015					
	Field/Park Rental	\$30.00	8730						
	TOTAL	\$5,146.50							

RECREATION MAINTENANCE MONTHLY REPORT
MONTH JUNE 2015

<u>WORK PERFORMED</u>	<u>TOTAL HOURS</u>
- Field Preparation	57.75
- Check Tennis/Basketball Courts	5
- Pool Maintenance	109.25
- Park Inspection	23
- Park Landscaping	203.75
- General Cleanup/Litter Pickup	22
- Carpentry Work/Painting	6
- Facility Winterizing	0
- Snow Removal	0
- Buildings & Grounds: general maintenance/cleaning	17
- Equipment & Vehicles: general maintenance/cleaning	26.5
- Miscellaneous:	10.25
TOTAL	480.5

June 2015

Monthly Report

**Department of Planning and
Development**

**Department of Planning and Development
Monthly Report
June 2015**

Planning Commission – June 2, 2015

Item #1 – Area Variance Request to allow a recreational vehicle to be parked in the front yard on a residential lot located at 1527 Union Street, zoned A, by Marlin Rine. Negative Referral sent to ZBA.

Item #2 – Area Variance Request for 6.75' front setback to construct a deck on a residential building located at 448 South Willow Street, zoned R-2, by Jennifer Miller. Positive referral sent to ZBA.

Item #3 – Area Variance Request to allow an accessory structure in the front yard of the principal structure, and a height variance of 5' for the accessory structure located at Mt. Hope Avenue, zoned A, by Roger Nelson. Positive referral sent to ZBA.

Item #4 – Area Variance Request for 10'3" height variance for the expansion and addition of a second floor on a garage located at 222 S. Willow Street, zoned R-3, by Furttunoto Cianfrocco. Positive referral sent to ZBA.

Item #5 – Site Plan Review of conditions to finalize fencing details for HP Hood, located at 252 Genesee Street, zoned Light Industrial, by HP Hood, LLC. Berm and fence details approved.

Item #6 – Conditional Use Permit for a roof-mounted solar array on a residential lot located at 1051 Fitch Street, zoned Manufacturing-Industrial, by Dustin Coleman. Application pulled from agenda at request of applicant.

Item #7 – Sketch Plat Approval, Preliminary Plat Waiver and Final Plat Approval for a 2-lot Minor Subdivision located at 3023 Schoolheimer Road, zoned Agricultural, by Cass Wimmer. Subdivision approved.

Item #8 – Area Variance Request for 7,370 sq ft to meet minimum lot size on a parcel located 3023 Schoolheimer Road, zoned A, by Cass Wimmer. Positive referral sent to ZBA.

Item #9 – Site Plan Review and Conditional Use Permit to establish outdoor storage of commercial dumpsters located at 1065 Cobb Street, zoned Manufacturing-Industrial, by Tim Jenkins. Tabled, applicant not in attendance.

Item #10 – Zoning Map Amendment for the rezoning of an 8.48 ac parcel, SBL# 37.14-1-16, located on Genesee Street from R-1, (Single Family Residential) to Commercial, by Nye Auto Group. Positive recommendation for a depth of 500' north from Genesee Street.

Item #11 – Sketch Plat Approval, Preliminary Plat Waiver and Final Plat Approval for a 2-lot Minor Subdivision located at 1111 Richter Drive, zoned Community Service, by City of Oneida. Subdivision approved.

Planning Commission – June 18, 2015

Item #1 – Area Variance Request for 25’ front yard setback to install new front steps on a residential building located at 407 Grand Street, zoned R-2, by Frank Hobbie. Positive referral sent to ZBA.

Item #2 – Area Variance Request for 10’ side yard setback to construct a shed on a residential lot located at 1911 Middle Road, zoned R-2, by Matthew Abele. Negative Referral sent to ZBA.

Item #3 – Conditional Use Permit for a ground-mounted solar array at 1111 Richter Drive, zoned Community Service, by City of Oneida. Conditional Use Permit granted.

Item #4 – Site Plan Review and Conditional Use Permit to establish outdoor storage of commercial dumpsters located at 1065 Cobb Street, zoned Manufacturing-Industrial, by Tim Jenkins. Denied, applicant not in attendance.

Item #5 – Discussion of Sign Ordinance with respect to potential changes/ updates.

Zoning Board of Appeals – June 25, 2015

Item #1 – Area Variance Request to allow a recreational vehicle to be parked in the front yard on a residential lot located at 1527 Union Street, zoned A, by Marlin Rine. Tabled until next meeting.

Item #2 – Area Variance Request for 6.75’ front setback to construct a deck on a residential building located at 448 South Willow Street, zoned R-2, by Jennifer Miller. Variance approved.

Item #3 – Area Variance Request to allow an accessory structure in the front yard of the principal structure, and a height variance of 5’ for the accessory structure located at Mt. Hope Avenue, zoned A, by Roger Nelson. Variance approved.

Item #4 – Area Variance Request for 10’3” height variance for the expansion and addition of a second floor on a garage located at 222 S. Willow Street, zoned R-3, by Furtunoto Cianfrocco. Variance approved.

Item #5 – Area Variance Request for 7,370 sq ft to meet minimum lot size on a parcel located 3023 Schoolheimer Road, zoned A, by Cass Wimmer. Variance approved.

Item #6 – Area Variance Request for 25’ front yard setback to install new front steps on a residential building located at 407 Grand Street, zoned R-2, by Frank Hobbie. Variance approved.

Item #7 – Area Variance Request for 10’ side yard setback to construct a shed on a residential lot located at 1911 Middle Road, zoned R-2, by Matthew Abele. Variance denied, applicant not in attendance.

Revolving Loan Fund

Current balance as of June 30, 2015 - \$415,222.91. Recorded and processed monthly loan payments.

In-House Grants

Working on All Seasonings Ingredients, Inc. grant closeout documentation.
Continue grant work on Housing Rehabilitation projects.

West Elm Street Project

Waiting for two easements to be finalized. Working with IDA on potential businesses.

City Centre Apartment Complex

Attended the ground-breaking on June 29th, assisting as needed during construction phase.

Oneida Flats Community Engagement Project

Reviewed final report and documentation for administrative process.

Madison County Main Street Committee

Attended monthly committee meeting to further strengthen the County's ability to encourage downtown revitalization projects and programs.

Energize NY

Attended meeting on program to finance clean energy projects in commercially-owned buildings. Putting together information packet for summer distribution to Common Council.

HP Hood LLC Project

Working with HP Hood's consultants to finalize fencing and landscaping details.

Kallet Civic Center

Attended meeting with Kallet's Executive Director and Board Chairman to discuss need for strategic plan, budgeting, prioritizing projects, grant funding opportunities.

New York State Unified Solar Permit

Prepared information for Planning Commission to move forward with Zoning Ordinance Amendment Recommendation for Common Council, which is needed before the adoption of the unified permit.

NY Main Street Technical Assistance Grant

The firm in.site:architecture has been awarded the contract for the downtown feasibility study. We are gathering background information on the downtown structures within the study area, and are working closely with them to begin the project.

Sign Ordinance Amendments

Worked with Code Officer and Planning Commission on issues to be addressed in potential amendments to sign ordinance.

City Solar Project

Finalized easement, subdivision and conditional use permit for the project.

Redistricting of Ward Boundaries

Met with Oneida County staff to go over draft maps and population counts.

Upstate Revitalization Initiative

Submitted economic development comments for downtown/Main Street needs appropriate for small city, village communities within the CNY region.

Engineering Office

Participated in interviews for Civil Engineer Technician.

Ongoing work

Daily tasks including regular administration of programs, preparation for Planning Commission and Zoning Board of Appeals meetings (agendas, minutes, legal notices, review of applications, prepare meeting packets, etc.), follow-up on various projects, voucher submissions, assistance to residents and business owners for various applications, consultations on potential projects, questions from public and other agencies, dissemination of information as requested.

City of Oneida
Engineering/Public Works

June 2015 Monthly Report

Prepared By: Jon Rauscher PE, LEED AP
City Engineer



CITY OF ONEIDA
DEPARTMENT OF HIGHWAYS AND PUBLIC WORKS
109 N. Main Street, Oneida, NY 13421

CITY OF ONEIDA - ENGINEERING | PUBLIC WORKS

Monthly Report - June

Public Works/ Engineering Summary

Public Works performed summer season tasks this period;

- Street cleaning and maintenance
- Storm catch basin cleaning
- Sewer system cleaning
- Roadside and lot mowing
- Mosquito control
- Yard waste bag removal and chipping
- ROW tree trimming

See attached task hour breakdown for reference. Seasonal summer laborer support have been performing yard waste bag pick up. This has allowed our public work mechanical equipment operators (MEOs) to perform increased infrastructure maintenance.

We have also shifted an MEO from the traffic department. A summer laborer is providing support for traffic department activities.

The engineering office performed standard tasks (staff management, accounting, payroll, resident requests and tracking, agency coordination). Additional tasks and project work included;

- **WWTP flood mitigation project (FEMA mitigation funding)** –Received verbal approval from DHSES that FEMA has accepted the proposed WWTP mitigation design. Currently coordinating with DHSES on next steps and final design.
- **WWTP Biogas flare and gas monitoring project** – Project is in construction. Anticipated completion August/September.
- **Kallet Boiler Replacement project (DANY Grant)** – Project is in final phase of work. Asbestos pipe wrap was observed during construction and remediated. Final boiler piping work has resumed.
- **Kallet Roof Replacement Project (DASNY Grant)** – Pre-bid meeting is taking place 7/18. Bids will be received July 29th.
- **Municipal Solar Project (PPA)** – Awaiting National Grid response on interconnection electrical submission.
- **Rail-Trail Phase 1 and 2 (DOT TAP/TEP Grant)** – A public information meeting was held June 30th at the Kallet to discuss the grant portion. Only two comment forms received regarding this section. Preliminary design underway.
- **Maxwell Field Streambank improvement (WQIP Grant)** – Awaiting archeological study data to continue permit process.

CITY OF ONEIDA - ENGINEERING | PUBLIC WORKS

Monthly Report - June

- **Plow Truck Replacement and Brine System Implementation (2015 Capital)** – Truck specified and ordered with coordination with the Comptroller and vendor. Anticipate the truck will be received late fall.
- **GIS Asset Management Implementation** – Final asset data is being processed (sewer pipes, signs, etc.).
- **Code Department Vehicle Replacement** - Ordered 2015 F150 off County bid piggybacking, \$22,406 (MSRP \$33,045). Truck delivery delayed at factory. We are looking to receive an upgrades extended cab for the same purchase price.
- **Potential Energy Efficiency Facility Projects** – Kick-off meeting late July to review WWTP energy improvement projects
- **Floodplain Housing Buyout Support** – Project support, submitted application with DHSES to FEMA 6/30.
- **West Elm Street Infrastructure Development** – Project on hold until OIN easement request response
- **New Staff Engineer Hire** – Charles Steward was offered the position. Charlie has interned with us previously and is an Oneida resident. He will be graduating SUNY IT in the fall with a Civil tech BA.
- **Court Cleaning Budget** – Review of annual Court cleaning budget for the Justice Center
- **WWTP Disinfection Study** – The study has been submitted to NYC DEC for review. Updated SPDES regulations are requiring us to upgrade our disinfection process to meeting tighter TRC limits. The study is requesting that DEC allow us to move forward on a paracitc acid pilot study for disinfection. We would be the first WWTP on the east coast to use this technology.
- **EV Charging Station Committee** – Attended a kick-off meeting with CNY RPDB as part of a committee to review increased EV implementation throughout CNY.
- **Solarize CNY** – Oneida will be part of the CNYRPBD/ Madison County Planning Solarize campaign to support resident/commercial implementation of solar. An information meeting will be held in early August at the Kallet.

PUBLIC WORKS - REGULAR HOURS BREAKDOWN - JUNE

	# Staff	Street Crew	Sewer Crew	Yard Waste Crew	Mosquito Control	Avg Rate
DPW Supervisor	1	0.3	0.3	0.3		\$28.58
Sr MEO	2	1	1			\$23.96
MEO	10	4	4	1	1	\$19.93
FT Laborer	1			1		\$16.82
PT Laborer (summer)	2			2		\$8.75
Crew Size:	16	5.3	5.3	4.3	1.0	16
Avg Crew Rate (ref):		\$21.23	\$21.23	\$14.72	\$19.93	
Crew Hours:		988	784	609	160	

task and crew rate %:

Total DPW Monthly Payroll breakdown: \$46,792 \$19,719 \$16,642 \$8,963 \$3,189 \$49,766
 Sanitary Sewers : 42.1% 33.4% 18.0% 6.4%

Storm Sewers: \$5,189 \$8,428 \$2,998

\$10,458

TABLE 1 - REGULAR LABOR AND MATERIALS BREAKDOWN

GENERAL FUND ACCTS	2014 BUDGET	SPENT TO-DATE	REMAINING	% SPENT TO-DATE
BUILDINGS AND GROUNDS (1620)	\$272,844	\$169,671	\$103,173	62%
CODE ENFORCEMENT (3620)	\$67,030	\$28,863	\$38,167	43%
CENTRAL GARAGE (5132)	\$235,059	\$97,018	\$138,041	41%
PUBLIC WORKS				
TRAFFIC CONTROLS (3310)	\$85,887	\$36,389	\$49,498	42%
DEMOLITION (3650)	\$18,915	\$1,598	\$17,317	8%
MOSQUITO CONTROL (4068)	\$26,351	\$20,159	\$6,192	77%
ADMINISTRATIVE (5010)	\$80,105	\$30,592	\$49,513	38%
STREET MAINTENANCE (5110)	\$496,891	\$223,885	\$273,006	45%
SNOW & ICE REMOVAL (5142)	\$176,336	\$161,314	\$15,022	91%
SANITARY SEWERS (003.8110)	\$58,427	\$18,234	\$40,193	31%
STORM SEWERS (8140)	\$22,383	\$17,642	\$4,741	79%
YARD WASTE (8200)	\$129,414	\$22,238	\$107,176	17%
<i>DPW Total (excluded Traffic and Admin)</i>	<i>\$1,094,709</i>	<i>\$532,051</i>	<i>\$562,658</i>	

TABLE 2 - OVERTIME LABOR BREAKDOWN

PUBLIC WORKS TASKS THIS PERIOD	OT SPENT THIS PERIOD	2014 BUDGET	SPENT TO-DATE	REMAINING	% SPENT TO-DATE	COMMENTS
BUILDINGS (1620)		\$3,753	\$0	\$3,753	0%	
CODE ENFORCEMENT (3620)		\$1,252	\$563	\$689	45%	
CENTRAL GARAGE (5132)		\$1,012	\$0	\$1,012	0%	
TRAFFIC CONTROLS (3310)	\$179	\$1,385	\$1,385	\$0	100%	traffic signal outage
MOSQUITO CONTROL (4068)	\$517	\$0	\$0	\$0	0%	Spraying
STREET MAINTENANCE (5110)		\$18,000	\$7,051	\$10,949	39%	
SNOW & ICE REMOVAL (5142)		\$32,000	\$30,567	\$1,433	96%	
SANITARY SEWERS (003.8110)	\$769	\$10,000	\$3,029	\$6,971	30%	Sewer Repair
STORM SEWERS (8140)		\$0	\$0	\$0	0%	
TREES (8200)		\$700	\$0	\$700	0%	
<i>DPW Total</i>	<i>\$1,465</i>	<i>\$62,085</i>	<i>\$42,032</i>	<i>\$20,053</i>		

Yard Waste (8200)



STORM SEWERS (8140)



SANITARY SEWERS (003.8110)



SNOW & ICE REMOVAL (5142)



CENTRAL GARAGE (5132)



STREET MAINTENANCE (5110)



ADMINISTRATIVE (5010)



MOSQUITO CONTROL (4068)



CODE ENFORCEMENT (3620)



TRAFFIC-3310



BUILDINGS-1620



REGULAR TIME LABOR

Public Works, Buildings, Codes, Central
Garage, Administrative

\$0 \$50,000 \$100,000 \$150,000 \$200,000 \$250,000 \$300,000 \$350,000 \$400,000