

***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

October 2014

**REVENUE**

In the month of October the Recreation Department generated a total of \$6,094.25 in revenue.

**USAGE/COMPARISON**

Our October 2014 Gym rental revenue is down 8% from October 2013. In October of 2013 we generated \$2,675 in gym rental revenue as compared to \$2,435 in 2014. Our October room rentals were \$265.00 as compared to \$122.00 in 2013. As of November 1, 2014 our yearly gym rental revenue is \$28,949 compared to \$21,667 in 2013, a 33% increase, our room rentals revenue is \$2,339.00 in 2014 as compared to \$2,267.00 in 2013 a 2% increase.

Below is a chart that shows the number of rentals we have booked over the past year.

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					
December					
<b>TOTAL</b>	<b>150</b>	<b>51</b>	<b>152</b>	<b>18</b>	<b>371</b>

## MAINTENANCE

The maintenance crew has been busy closing/winterizing the parks, mulching leaves, pulling mums, keeping the football fields in playing condition and setting up for the Halloween Party. The rest of their time was spent winterizing and maintaining equipment. The maintenance crew will stay on until November 14<sup>th</sup>, and then they are done until the spring. We should have all outside tasks completed by November 14<sup>th</sup>.

## Updates

Building rentals picked up considerably in October, which we expected to happen. October is the unofficial start to our busy winter season. We have our building supervisors in place for the winter months, schedules have been worked out and a building supervisor handbook has been developed to help train all part time staff and act as a reference. We have a solid staff in place for this winter and I expect them to do an outstanding job.

We have continued to stay in touch with Madison Co. Soil and Water about the stream bank project at Maxwell Field. They applied for a grant last spring and just found out that they were awarded the money for the project. But, all of the permits that we had from the DEC expired in August, now we will need extensions or new permits. Jon Roucher and I will be meeting with reps from Madison County Soil and Water in the very near future.

The Rail Trail committee continues to meet at least once a month. October was a big month for us, we found out that we were awarded funding for the second phase of the rail trail through TAP funding. We are continuing to move along on the TEP grant. Request for proposals have been sent out to 15 firms in NYS, firms have until Nov. 7<sup>th</sup> to submit proposals, from there rail trail committee members will meet to choose the best firm.

The Adult Flag football league ended this month, we had a great season. The weather was perfect for all of the games, something that had never happened before. Our goal for next year with this league is to add a few more teams.

The youth flag football league also ended this month. This was our second year running this league and we almost doubled our participation numbers this year. This is a very popular league and parents and kids really seem to enjoy the set up. This league is more about the kids getting together in a structured setting playing pick-up flag football. We had some great volunteer coaches that worked with the kids and made sure that everyone had a good time.

We held our annual Halloween Party on October 25<sup>th</sup>, from 4pm – 6pm. This year we teamed up with a group of local business people and added a trunk or treat event and a pumpkin painting station. Both were very well received and will become a staple to the annual Halloween celebration. Next year we expect to have more vehicles participate in the trunk or treat. We estimated around 200 kids came to the Halloween party this year, an average number. Activities during the party included various types of carnival games, a haunted house, costume judging contest, a talking pumpkin, the trunk or treat and the pumpkin painting. We were helped out by volunteers from the local middle school and high school and members of the Oneida Common Council.

During the month of October we are holding registration for our youth basketball programs (Skills and Drills and Hoop Monsters). We have two different programs that offer basketball to kids in grades k – 6<sup>th</sup>. This year we are changing up our hoop monsters league and splitting up the grades a little more. In the past, 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> graders were all on the same team. This year we are going to put 3<sup>rd</sup> and 4<sup>th</sup> graders on teams and 5<sup>th</sup> and 6<sup>th</sup> graders on teams. This should help out the younger players a little more by not having to play against older and bigger kids.

The adult MUNY basketball and CO-ED volleyball leagues are starting to form. Teams are registering during the month of October and games will start the first week of November.

Respectfully submitted,

Lucas Griff  
Recreation Director

City of Oneida Recreation Department  
 Monthly Revenue - October 2014

Date	Program/Individual	Amount	Receipt	Deposited	Date	Program/Individual	Amount	Receipt	Deposited
9/29/2014	Rec Center - Gym/Tot	\$70.00	8157	10/3/2014	Balance Forward		\$2,470.00		
9/30/2014	Rec Center - Gym/Tot	\$100.00	8158		10/16/2014	Rec Center - Teen Room	\$60.00	8190	10/20/2014
10/1/2014	Rec Center - Gym/Tot	\$60.00	8159			Rec Center - Teen Room	\$50.00	8191	
	Adult Volleyball	\$50.00	8160			Rec Center - Gym/Tot	\$50.00	8192	
	MUNY Basketball	\$50.00	8161			Adult Volleyball	\$50.00	8193	
	Youth Flag Football	\$50.00	8163			Youth Basketball	\$240.00	8194	
	Youth Basketball	\$75.00	8164		10/17/2014	Rec Center - Gym/Tot	\$50.00	8195	10/21/2014
10/3/2014	Youth Flag Football	\$25.00	8165	10/7/2014		Adult Volleyball	\$50.00	8196	
	Youth Basketball	\$135.00	8166			Rec Center - Gym/Tot	\$50.00	8197	
	Rec Center - Teen Room	\$75.00	8167	10/8/2014	10/18/2014	Rec Center - Gym/Tot	\$20.00	8198	
10/4/2014	Rec Center - Room	\$25.00	8168		10/19/2014	Rec Center - Gym/Tot	\$65.00	8199	
	VOID	VOID	8169		10/20/2014	Rec Center - Gym/Tot	\$100.00	8200	
10/5/2014	Rec Center - Gym	\$250.00	8170			VOID	VOID	8201	
10/6/2014	Rec Center - Gym	\$35.00	8171			VOID	VOID	8202	
10/7/2014	Youth Flag Football	\$160.00	8172			Rec Center - Gym	\$20.00	8203	
	Rec Center - Gym/Tot	\$60.00	8173			Rec Center - Gym/Tot	\$60.00	8204	
	Rec Center - Gym/Tot	\$50.00	8174	10/9/2014		Rec Center - Teen Room	\$25.00	8205	
10/9/2014	Youth Basketball	\$90.00	8175		10/21/2014	Youth Basketball	\$300.00	8206	
	Rec Center - Room	\$15.00	8176	10/14/2014		Rec Center - Gym	\$175.00	8207	
10/10/2014	Rec Center - Gym/Tot	\$60.00	8177			Rec Center - Dining Room	\$10.00	8208	10/23/2014
	Rec Center - Gym/Tot	\$145.00	8178		10/22/2014	Rec Center - Dining Room	\$160.00	8209	
10/12/2014	Rec Center - Gym/Tot	\$50.00	8179			Youth Basketball	\$195.00	8210	
10/13/2014	Youth Basketball	\$90.00	8180		10/23/2014	Rec Center - Gym/Tot	\$120.00	8211	10/27/2014
	Rec Center - Gym/Tot	\$100.00	8181	10/15/2014	10/24/2014	Rec Center - Gym	\$50.00	8212	
10/14/2014	Adult Volleyball	\$175.00	8182			Rec Center - Dining Room	\$45.00	8213	
	Adult Volleyball	\$50.00	8183		10/26/2014	Rec Center - Gym/Tot	\$50.00	8214	
	Rec Center - Gym/Tot	\$60.00	8184		10/27/2014	Youth Basketball	\$150.00	8215	
	Rec Center - Gym/Tot	\$90.00	8185			Halloween Party	\$239.25	8216	
10/15/2014	Adult Volleyball	\$100.00	8186		10/29/2014	Youth Basketball	\$360.00	8217	10/29/2014
	Youth Basketball	\$75.00	8187			Rec Center - Room	\$20.00	8218	10/31/2014
	Adult Volleyball	\$50.00	8188	10/20/2014		Rec Center - Gym/Tot	\$100.00	8219	
	MUNY Basketball	\$50.00	8189			TOTAL	\$5,334.25		
	TOTAL	\$2,470.00							



**RECREATION MAINTENANCE MONTHLY REPORT**  
**MONTH OCTOBER 2014**

<b><u>WORK PERFORMED</u></b>	<b><u>TOTAL HOURS</u></b>
- Field Preparation	32
- Check Tennis/Basketball Courts	8
- Pool Maintenance	0
- Park Inspection	30
- Park Landscaping	0
- General Cleanup/Litter Pickup	14
- Carpentry Work/Painting	20
- Facility Winterizing	32
- Snow Removal	0
- Buildings & Grounds: general maintenance/cleaning	138.5
- Equipment & Vehicles: general maintenance/cleaning	43
- Miscellaneous:	0
TOTAL	317.5

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**October  
2014**

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**Monthly Report**

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**Department of Planning and  
Development**

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**Department of Planning and Development  
Monthly Report  
October 2014**

**Planning Commission**

Item #1 – Area Variance Request for a 4’ setback from accessory structure to install a shed at 370 Earl Avenue, zoned R-2, by Dean Leland. The Planning Commission sent a Positive Referral to the ZBA.

Item #2 – Area Variance Request for a 25’ front setback to construct a handicapped access ramp at 111 North Warner Street, zoned R-2, by Wael Barahmeh. The Planning Commission sent a Positive Referral to the ZBA.

Item #3 – Site Plan Review and Conditional Use Permit for the construction of Oneida Workforce Apartments located at 106 North Warner Street, zoned R-3, by Stoneleigh Housing, Inc. The Planning Commission held a Public Hearing and had final discussions on the proposed project. Site Plan Approval was granted and a Conditional Use Permit was issued.

Item #4 – Site Plan Review and Conditional Use Permit for the construction of a storage building at Freedom Drive, zoned Light Industrial, by All Seasonings Ingredients, Inc. The Planning Commission granted Site Plan Approval and issued a Conditional Use Permit.

**Zoning Board of Appeals**

Item #1 – Area Variance Request for a 4’ setback from accessory structure to install a shed at 370 Earl Avenue, zoned R-2, by Dean Leland. The Zoning Board of Appeals approved the requested Area Variance.

Item #2 – Area Variance Request for a 25’ front setback to construct a handicapped access ramp at 111 North Warner Street, zoned R-2, by Wael Barahmeh. The Zoning Board of Appeals approved the requested Area Variance.

**Community Development**

Housing Rehabilitation Grant # 20103204 – This grant is finishing up. The last project is in process now, and the grant will be closed out after its completion.

2014 CDBG application was submitted January 17th - We added a target area for lead water line replacement as an activity in our scatted sites housing rehabilitation program grant application. We currently have approximately 30 units approved and on our waiting list. Funds have now been released, and we will begin inspections in November.

### **Revolving Loan Fund**

Current balance as of October 31, 2014 - \$376,595.11. We have nine active loan accounts. No new applications were submitted in October. The Common Council approved the use of \$200,000 toward funding the West Elm Street water and sewer infrastructure project. The money will remain in this account until the project is underway.

### **Economic Development**

The City was awarded a grant for All Seasonings Ingredients, Inc. The funding will allow them to greatly expand their current building, and increase their workforce by a minimum of 15 new jobs over the next 2 years. The application budget also includes \$16,000 to offset salaries in the Planning Department as we will administer the grant. This grant should be closed out by the end of 2014.

### **USEPA Smart Growth Project**

In April 2013, the committee submitted to EPA and their consultants, our comments on the draft audit tool. Give the cuts from sequestration and the government shutdown, both of which affected staff at EPA, this project has been seriously delayed. At this point, we anticipate the final product to be released by EPA in late 2014. The Planning Commission has briefly discussed the idea of replacing the zoning, subdivision, site plan ordinances with a Unified Development Code to streamline the development process for both staff and developers. This has been done in a number of cities recently, although I haven't yet found any enacted in a small city the size of Oneida. We will continue to research this, and determine what the processes and steps might be for the update of the Comprehensive Plan and corresponding ordinance changes. We are also exploring the possibility of funding for a planning firm that has experience in unified development code work.

### **West Elm Street Project**

We are moving forward with this project. The \$1,000,000 grant from Empire State Development has now been transferred to the City and we are working on additional funding sources. We continue to work with County IDA, City Water Superintendent, City Engineer, Jack and Pat Curtin, to develop required steps and timeline for project, funding details, etc that are needed to move this project forward. The Mayor has requested from Madison County a match to our RLF \$200,000 grant to offset costs to benefiting property owners. This was approved at the Madison County Board of Supervisors April 2014 meeting. We will continue to periodically update the Council as we make progress. An appraisal of the Curtin property has been received, and submitted to Empire State Development Agency. We are hopeful that the City will be once again meeting with potential developers in fall 2014 during the second round of interviews. At this time, we anticipate breaking ground in spring of 2015.

**Oneida Commons Proposal**

This project is currently on hold, pending further movement from the Field of Dreams people.

**Stoneleigh Workforce Housing Project**

Funding application – Stoneleigh Housing has been awarded funding for this project. We anticipate the project breaking ground in early Spring 2015.

**Seneca Fields Apartments**

Two Plus Four Companies will be resubmitted the Oneida Health Care funding application to NYS this fall for the proposed 32-unit senior housing facility to be located off Seneca Street Extension. They received Minor Subdivision Approval, Site Plan Approval and a Conditional Use Permit from the Planning Commission in November 2012. In September, the Planning Commission approved a request for Site Plan Modification to extend the construction completion date. The new funding application will be submitted in November 2014, with an anticipated award announcement in spring/summer of 2015.

**Flood Zone Planning**

City staff is looking into both short and long term issues relating to future use of properties in the flood zone. We are currently working with SUNY College of Environmental Science and Forestry's School of Landscape Architecture and Center for Community Design Research on a community engagement project with the residents and business owners in the Flats neighborhood. This will help create a shared vision for the Flats, and assist the City in determining necessary steps as we move forward with future plans. The first series of workshops were held in early October. After analyzing data, the next presentation will be held in early December, and will be structured for those residents who have not signed up for the buyout program.

The City Engineer and City Planner both served on the Madison County NY Rising Communities Committee to address flood related issues and projects that will result in increased resiliency to future storms both immediately and over the long term. The Committee began meeting in February to prioritize a project list utilizing the \$3 million in state funds that have been allocated to Madison County. We submitted eight projects in Phase 1, and 2 projects in Phase 2 (long-term studies/projects). The Committee has been working with consultants and NYS Dept of State representatives on a long term plan which was finalized in July. We anticipate the plan being available this fall.

City Hall staff has formed the Flood Response Task Force, consisting of the Mayor, Police Chief, Fire Chief, Engineer, Planner and City Clerk. Our goal is to put together an action plan in the event of another flood. This will enable the City's resources to be utilized more efficiently, and to better assist the residents.

**Legislative Funding Projects**

We have been working with the City Engineer to finalize a downtown streetscape and signage improvement project, utilizing a grant of \$20,000 made available to us through Assemblyman Magee's office. We anticipate a final funding decision by the spring of 2014.

We are also working with the City Engineer on a request for \$250,000 from Assemblyman Magee that would fund repairs at the Kallet Civic Center and the Armory. We submitted additional information that was requested by the Legislative Ways and Means Committee. The application has now been approved and forwarded to the Dormitory Authority of the State of New York (DASNY) for administration of funds. Updated budget and required documentation necessary for contract approval has been forwarded to DASNY. This is a reimbursement grant.

The City has been awarded a \$50,000 grant for sidewalk repairs through Senator Valeski's office. Paperwork will be submitted to DASNY for this. It is also a reimbursement grant.

**Oneida Information Packet and Brochure**

We have developed a tri-fold brochure and brief informational packet containing data that would be pertinent to potential developers and business owners interested in Oneida. Both items are available in my office, and can be distributed as requested, or be used as an introduction to our City as a marketing tool.

**City of Oneida**  
Public Works  
Central Garage  
Buildings and Grounds  
Codes  
Sewer

## October 2014 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

**Executive Summary**

*This report describes public works, Codes, Buildings and Grounds, Central Garage and wastewater treatment activities for October. The main tasks performed this period are as follows;*

1. Street Maintenance (37% of total MHs worked)
  - 10/16-10/27 Crescent Avenue temporary roadway repairs
  - ROW tree trimming
  - HMA roadway trench patching
2. Yard waste removal (36%)
  - Routine green waste and chipper residential service
3. Storm Sewer (20%)
  - 10/28 Cowselon Creek debris removal support w/ Canal Corp.
  - Catch basin leaf removal
  - 10/29 Earl Avenue storm sewer repair

*Public Works received 36 tracked resident requests for October, see below. Total tracked requests to-date is 345.*

Request Issue	Calls	Percentage
Trees	13	36%
Yard Waste	8	22%
Street Maint.	1	3%
Other	6	17%
Snow/Ice	0	0%
Storm Sewer	4	11%
Sanitary Sewer	2	6%
Sidewalk	1	3%
Traffic	1	3%
	<b>36</b>	

*Attached for review are the following;*

- *Table 1 – October regular time labor and materials breakdown*
- *Chart 2 – Sewer budget tracking*
- *Breakdown of public works, codes, buildings, central garage and engineering tasks this period*

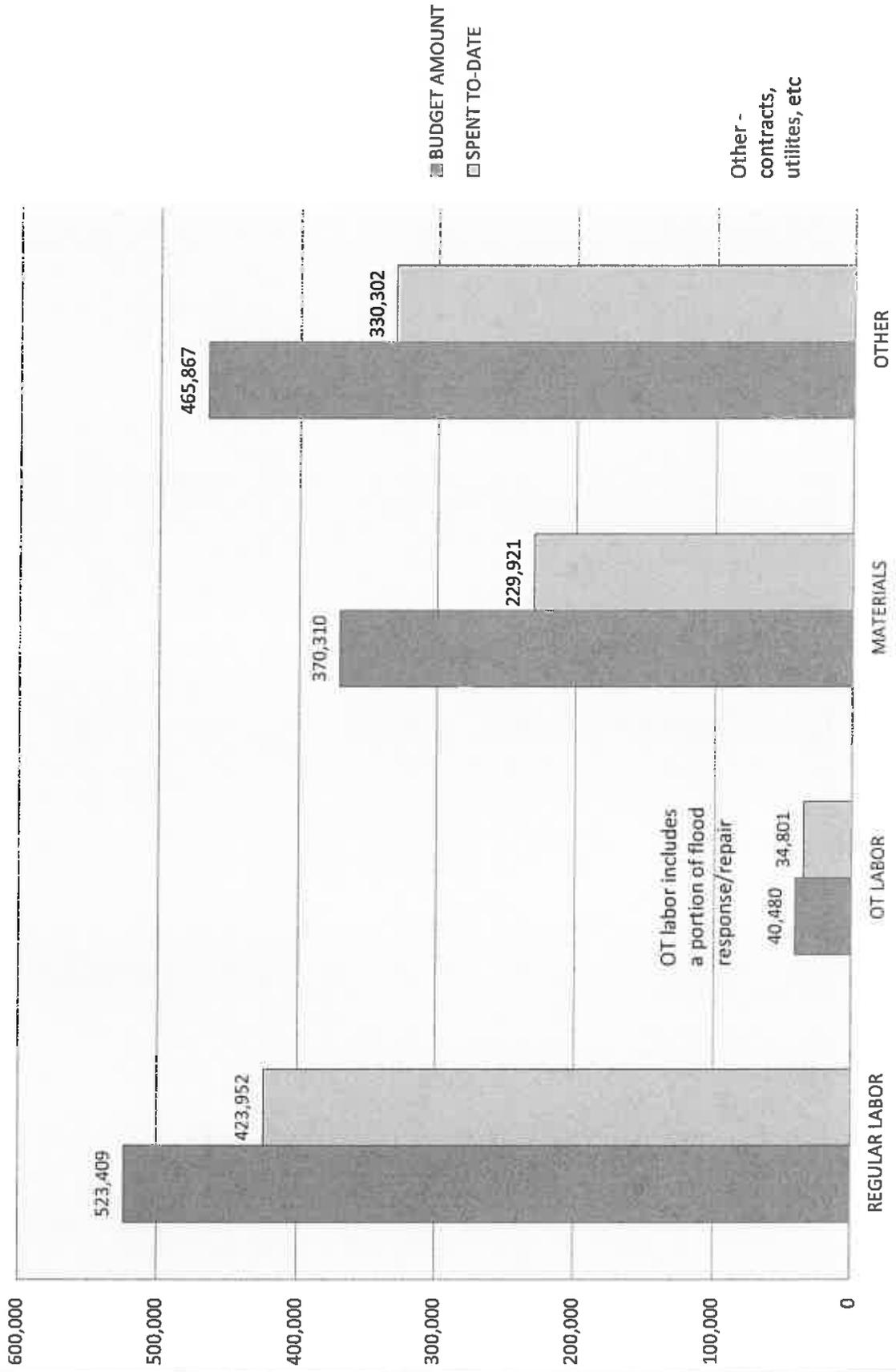
**TABLE 1 - REGULAR LABOR AND MATERIALS BREAKDOWN**

GENERAL FUND ACCTS	LABOR HOURS	TASK % (DPW NON-TRAFFIC CREW)	2014 BUDGET	SPENT TO-DATE	REMAINING	% SPENT TO-DATE
BUILDINGS AND GROUNDS (1620)	720	NA	\$345,256	\$277,365	\$67,891	80%
CODE ENFORCEMENT (3620)	160	NA	\$57,399	\$48,241	\$9,158	84%
CENTRAL GARAGE (5132)	480	NA	\$245,567	\$179,079	\$66,488	73%
<b>PUBLIC WORKS</b>						
TRAFFIC CONTROLS (3310)	640		\$133,839	\$87,591	\$46,248	65%
DEMOLITION (3650)			\$60,000	\$16,382	\$43,618	27%
MOSQUITO CONTROL (4068)	32	3%	\$32,389	\$20,282	\$12,107	63%
ADMINISTRATIVE (5010)	600		\$60,785	\$53,111	\$7,674	87%
STREET MAINTENANCE (5110)	424	37%	\$550,228	\$408,456	\$141,772	74%
SNOW & ICE REMOVAL (5142)			\$166,684	\$109,736	\$56,948	66%
SANITARY SEWERS (003.8110)	40	3%	\$26,146	\$24,023	\$2,124	92%
STORM SEWERS (8140)	232	20%	\$34,843	\$18,473	\$16,370	53%
DAM MAINTENANCE (8170)			\$6,624	\$1,407	\$5,218	21%
YARD WASTE (8200)	416	36%	\$121,026	\$89,099	\$31,927	74%
<i>DPW Total (excluded Traffic and Admin)</i>			\$1,192,564	\$828,559	\$364,005	

**TABLE 2 - OVERTIME LABOR BREAKDOWN**

PUBLIC WORKS TASKS THIS PERIOD	OT HRS THIS PERIOD	2014 BUDGET	SPENT TO-DATE	REMAINING	% SPENT TO-DATE	COMMENTS
BUILDINGS (1620)		\$463	\$0	\$463	0%	
CODE ENFORCEMENT (3620)		\$1,252	\$277	\$975	22%	
CENTRAL GARAGE (5132)		\$6,729	\$2,941	\$3,788	44%	
TRAFFIC CONTROLS (3310)		\$1,684	\$356	\$1,328	21%	
MOSQUITO CONTROL (4068)		\$7,000	\$3,664	\$3,336	52%	
STREET MAINTENANCE (5110)	6.5	\$10,711	\$6,227	\$4,484	58%	PD Support- Board/secure house
SNOW & ICE REMOVAL (5142)		\$41,652	\$40,213	\$1,439	97%	
SANITARY SEWERS (003.8110)	9	\$10,000	\$6,696	\$3,304	67%	Sewer call-in
STORM SEWERS (8140)		\$1,972	\$1,602	\$370	81%	
TREES (8200)		\$1,479	\$0	\$1,479	0%	
<i>DPW Total</i>		\$74,498	\$58,757	\$15,741		

# City of Oneida WWTP Budget vs Expenses As of 11/1/14



## DPW/Buildings/Codes/Central Garage/Sewer Task Descriptions

### 1. Buildings

- General cleaning and maintenance of City Hall and Justice Center
- Minor repairs in Fire Department
- HVAC and electrical repairs
- Grounds maintenance

### 2. Traffic Controls

- Dig safely requests
- Damaged sign replacement
- Flag installation
- Handicap parking painting
- Traffic light repairs

### 3. Code Enforcement

New construction, renovations, signage review and zoning;

- Issuance of building and renovation permit issuances
- Issuance of Stop Work orders
- Sign review board meeting
- Issuance sign violations
- Multiple sign inspections and review
- Field site inspections for new construction

### 4. Administration

- Public works management and accounting
- Respond and track resident requests and comments
- WWTP FEMA mitigation project coordination
- DEC coordination for monthly WWTP report
- WWTP gas monitoring project
- 2015 budget preparation
- Rail-trail project support

### 5. Street Maintenance

- Performed underground facilities mark-outs per Dig Safe NY.
- Respond to resident requests
- Street sweeping
- Crescent Ave temporary road repairs
- Preparation of snow dump area
- Roadside mowing
- HMA road trench patching
- Roadway edge asphalt sealing
- Tree trimming in ROW

### 6. Central Garage

- vehicle/equipment maintenance and repair for all departments
- Prepare snow and ice control equipment

**7. Sanitary Sewers:**

- Preventative maintenance sanitary cleaning at known problem areas to eliminate potential blockages – performed every Friday.

**8. Storm Sewers**

- Structure repairs and catch basin cleaning
- Drainage channel maintenance
- Remove Cowseon Creek debris blockage in coordination with Canal Corp
- Leaf removal at catch basins

**9. Yard Waste**

- Weekly resident green waste pick-up and chipping services

**10. Wastewater Treatment Plant**

- Daily plant operations and maintenance
- Daily pump station Inspections
- equipment purchasing
- Consultant and operator scheduling
- Laboratory testing
- DEC required analytical tracking
- Diffuser panel cleaning and replacement preparation
- Blower repair and coordination

***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 OCTOBER 2014

CITY AND COUNTY TAXES COLLECTED	
CITY PORTION	30,785.23
COUNTY PORTION	28,618.72
INTEREST AND PENALTIES	5,940.43
NOTICE MAILING FEES	135.00
DELINQUENT SCHOOL TAX COLLECTED	31,624.53
FEES ON SCHOOL TAXES	1,581.25
5% COLLECTOR'S FEE	1,581.25
WATER AND SEWER RENTS COLLECTED	419,852.74
WATER SERVICE CHARGES	9,323.63
TAX SALE CERTIFICATES	33,345.14
FEES ON TAX SALE CERTIFICATES	5,597.86
FILING FEES	1,115.00
ADVERTISING	230.00
CERTIFIED MAIL FEE	28.00
TAX SEARCHES	1,100.00
FINES AND PENALTIES (PARKING TICKETS)	1,705.00
TOTAL SEPTAGE	3,660.00
COURT REPORT	10,143.00
COURT-BAIL FORFEIT	0
CITY CLERK EARNINGS	9,068.09
POLICE REPORT	227.73

RECREATION DEPARTMENT		
YOUTH BASKETBALL	2,250.00	
HALLOWEEN PARTY	239.25	
YOUTH FLAG FOOTBALL	100.00	
ARMORY REVENUE	2,900.00	
MUNY BASKETBALL	100.00	
ADULT VOLLEYBALL	705.00	
		6,294.25

UTILITY TAXES	2,644.74	
MISCELLANEOUS IRS REFUND	607.18	
SALE OF REAL PROPERTY	24,000.00	
ESCROW DEPOSIT	1,000.00	
HEALTH INSURANCE	5,345.84	
BANKRUPTCY	28.95	
RETURN CHECK FEE	20.00	
REVOLVING LOAN MISCELLANEOUS	3,210.00	
REVOLVING LOAN LATE FEES	36.21	
FIRE INSPECTION FEES	835.00	37,727.92

RECEIPTS FROM NEW YORK STATE  
DEPARTMENTS AND AGENCIES

SONY RETIREMENT REFUND		0.00
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RECEIPTS FROM MADISON COUNTY

MADISON COUNTY TO OPD		251.58
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SPECIAL ASSESSMENTS		429.75
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TOTAL REVENUES COLLECTED AND DEPOSITED BY CITY CHAMBERLAIN		\$640,366.10
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REDEPOSITED ITEMS	640.00
CD REHAB PAYMENTS	362.42
REVOLVING LOAN PAYMENTS	3,864.05
TOTAL FUNDS DEPOSITED	645,232.57
CITY/COUNTY TAXES COLLECTED	59,403.95
PERCENT COLLECTED AS OF OCT 31, 2014	96.00%
2013-2014 ONEIDA SCHOOL TAX COLLECTED	31624.53
PERCENT COLLECTED AS OF OCT 31, 2014	50.00%

A handwritten signature in black ink, consisting of a stylized, cursive name that is difficult to decipher. The signature is written in a fluid, connected style.

***MONTHLY REPORT***

**CITY CLERK**





**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  
FAX: 315-363-3437  
ksalerno@oneidacity.com

***Oneida Fire Dept  
Monthly Reports***

***October 2014***

Oneida Fire Department  
Monthly Call Totals

TYPE OF CALLS REPORT

NUMBER OF  
CALLS

CALLS

FOR THE MONTH OF

October

Fire	
Rescue	146
Non-Fire	29
Total	175

OVERTIME PERIOD FROM 8/24/2014 THRU 9/20/2014

	August	YTD
Fire	\$336.31	\$9,627.29
Rescue	\$846.75	\$6,854.98
Non-Fire	\$1,146.90	\$19,252.74
Total	\$2,329.96	\$35,735.01

	October	YTD
Personal Leave	\$134.46	\$886.49
Illness/Injury	\$3,994.11	\$40,662.30
Bereav/Military	\$1,290.77	\$10,690.92
Short Shift	\$4,557.45	\$53,638.55
Training	\$1,186.59	\$6,326.69
Equip. Repairs	\$819.67	\$3,253.57
Fire Marshal	\$753.18	\$3,925.44
Overtime	\$2,616.51	\$18,139.74
Total:	\$15,352.74	\$137,523.70

COMPARISON OF CALLS

TOTAL OVERTIME FOR 2013 YTD \$173,258.71

This is a comparison of calls 2013 vs. 2014 as of the last day for the reported month.

2013

2014

Calls:	1597	1678	81
Fire:	52	31	-21
Rescue:	1,404	1,425	21
Non-Fire:	315	397	82

# 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 OCTOBER 2014

TITLE / NAME	TOTAL HOURS
FIRE MARSHAL COWAN	20
ASST. FIRE MARSHAL FIELDS	8
INSPECTOR BALL	2
INSPECTOR WALKER	12
INSPECTOR CAVANAGH	17.5
INSPECTOR KAZLAUSKAS	5
INSPECTOR KROL	14.5
FIREFIGHTERS	42.5
<b>TOTAL OFFICE HOURS</b>	<b>121.5</b>

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OFFICE BREAKDOWN	TOTAL INSPECTIONS
BUSINESS INSPECTION	3
BUSINESS REINSPECTION	7
BUSINESS C OF C	8
PUBLIC ASSEMBLY INSPECTION	7
PUBLIC ASSEMBLY REINSPECTION	0
PUBLIC ASSEMBLY C OF C	4
OPERATING PERMITS	2
SOLID FUEL BURNING DEVICE	6
ORDER TO VACATE	0
VACANT PLACARDS	0
VACANT BUILDING INSPECTIONS	0

<b>OFFICE BREAKDOWN CONT.</b>	<b>TOTAL HOURS</b>
COMPLAINTS	2
NO SHOW	0
FLOOD DAMAGE INSPECTIONS	0 HOURS
MEETINGS / CODES SCHOOL	11.5 HOURS
PLAN REVIEW	4.5 HOURS
MISCELLEANOUS	8 HOURS
FIRE INVESTIGATION	0 HOURS
FIRE PREVENTION	28.5 HOURS

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#### **FIRE MARSHAL'S ACTIVITIES**

- This month was fire prevention week. Many hours went into the preparation of hand-outs, visiting the schools, groups visiting the fire station, providing demonstrations, and fire extinguisher training.
- Inspection of all places of public assembly have begun. Any place that holds more than 100 persons shall have Operating Permits issued. This has to be completed by December 31, 2014.
- Performed plan review on the proposed Stonleigh Housing on North Warner, All Seasonings on Freedom Drive.
- Attended safety training at HP Hood. Overview of their new construction and existing buildings.

# CITY OF ONEIDA

DEPARTMENT OF PUBLIC SAFETY  
BUREAU OF FIRE

Kevin Salerno, *Chief*



109 North Main Street  
Oneida, New York 13421  
TEL: 315-363-1910  
FAX: 315-363-3437

## Fire Department Revenue- October, 2014

Alarm Permits:	\$9720.00
Solid Fuel Burning Permits:	\$180
Tent Inspections:	\$0
Fire/Housing Inspections:	\$13375.00 billed as of 10/31/2014
Collected:	\$12505.00 as of 10/31/2014

**2014 Inspections- Housing**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Insp *	75	58	32	28	15	56	13			2			279
Reinsp *	15	23	40	21	28	11	17						155
Comp	5	5	5	1	2	4	7	6	7	7			49
3+ fam	7	15	5	2	1	4	1						35
No Shows	3	1	1	2	4	5	2						18

\* # of units

**2014 Fire Inspections**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Commercial	5	12	6	2	2	3	8	1	5	2			46
Pub Assembly	4	2	3	3	2	3	1			3			21
Educational													0
Total:	9	14	9	5	4	6	9	1	5	5			67
No show	1	0	0	0	0					1			2

# COMPTROLLER MONTHLY REPORTS

OCTOBER 2014

- 
1. NEW YORK STATE SALES TAX THROUGH NOVEMBER 12, 2014
  2. BUDGET UPDATE THROUGH 10/31/2014

## 2014 SALES TAX

MONTH	BUDGET 2013	ACTUAL 2013		BUDGET 2014	ACTUAL 2014	PERIOD VARIANCE	Y-T-D VARIANCE
<i>FEBRUARY</i>	\$ 309,412	\$ 298,111	27.89%	\$ 297,964	\$ 277,588	\$ (20,376)	\$ (20,376)
	58,195	59,132	5.53%	\$ 59,102	64,395	5,293	(15,083)
<i>MARCH</i>	266,327	260,399	24.37%	\$ 260,270	241,332	(18,938)	(34,021)
	51,897	50,342	4.71%	\$ 50,317	46,864	(3,453)	(37,475)
<i>APRIL</i>	173,869	167,104	15.64%	\$ 167,021	163,637	(3,384)	(40,859)
	88,330	233,613	21.86%	\$ 233,497	254,985	21,488	(19,371)
<b>1ST QTR</b>	\$ 948,029	\$ 1,068,701	100.00%	\$ 1,068,171	\$ 1,048,800	\$ (19,371)	\$ (19,371)
<i>MAY</i>	\$ 296,378	\$ 279,429	24.98%	\$ 279,291	\$ 274,983	(4,308)	(23,679)
	56,896	50,904	4.55%	\$ 50,879	57,058	6,179	(17,500)
<i>JUNE</i>	297,401	278,034	24.85%	\$ 277,897	275,648	(2,249)	(19,749)
	52,742	58,572	5.24%	\$ 58,543	50,709	(7,834)	(27,583)
	93,788	89,000	7.96%	\$ 88,956	90,000	1,044	(26,539)
<i>JULY</i>	169,292	170,974	15.28%	\$ 170,889	168,752	(2,137)	(28,676)
	147,782	191,872	17.15%	\$ 191,776	162,757	(29,019)	(57,695)
<b>2ND QTR</b>	\$ 1,114,280	\$ 1,118,785	100.00%	\$ 1,118,231	\$ 1,079,907	\$ (38,324)	\$ (57,695)
<i>AUGUST</i>	\$ 294,854	\$ 283,572	25.72%	\$ 283,432	\$ 279,820	(3,612)	(61,307)
	54,931	61,488	5.58%	\$ 61,457	56,308	(5,150)	(66,456)
<i>SEPTEMBER</i>	297,330	274,617	24.91%	\$ 274,481	286,563	12,082	(54,374)
	49,937	56,388	5.11%	\$ 56,360	63,789	7,429	(46,945)
<i>OCTOBER</i>	247,204	234,867	21.30%	\$ 234,751	243,839	9,089	(37,857)
<b>3RD QTR</b>	\$ 1,093,242	\$ 1,102,618	100.00%	\$ 1,102,071	\$ 1,094,439	\$ (7,633)	\$ (65,327)
<i>NOVEMBER</i>	<b>\$ 285,297</b>	<b>\$ 269,811</b>	<b>25.65%</b>	<b>\$ 269,290</b>	<b>\$ 283,311</b>	<b>14,021</b>	<b>(51,307)</b>
	46,541	47,361	4.50%	47,361		(47,361)	(98,667)
<i>DECEMBER</i>	277,753	263,978	25.09%	263,978		(263,978)	(362,645)
	52,190	46,343	4.41%	46,343		(46,343)	(408,988)
	67,144	64,000	6.08%	64,000		(64,000)	(472,988)
<i>JANUARY</i>	185,333	164,834	15.67%	164,834		(164,834)	(837,822)
	180,190	195,721	18.60%	195,721		(195,721)	(833,543)
<b>4TH QTR</b>	\$ 1,094,449	\$ 1,052,047	100.00%	\$ 1,051,526	\$ 283,311	\$ (768,216)	\$ -
<b>TOTALS</b>	\$ 4,250,000	\$ 4,342,151		\$ 4,340,000	\$ 3,506,457	\$ (833,543)	

# **MONTHLY REPORT**

# **POLICE DEPARTMENT**

	Oct.			Year to date			Change from last year
	2012	2013	2014	2012	2013	2014	
Calls For Service	577	600	592	6894	6526	6237	minus 289
Criminal Offenses	124	163	142	1673	1821	1428	minus 193
Cleared Cases	81	119	115	1197	1209	1079	minus 130
Arrests	69	65	81	857	805	866	PLUS 61
Parking Tickets	70	31	42	740	561	735	PLUS 174
Traffic Tickets	91	76	130	1395	1309	1488	PLUS 179
DWI's	1	3	1	29	33	23	minus 10
Felony Charges	6	8	16	97	128	151	PLUS 23
Misdemeanor Charges	76	49	70	756	685	660	minus 25
Violation Charges	22	19	15	212	215	173	minus 42

	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		
Criminal Offenses	142	126	90	142	162	142	147	170	165	142		
Clearances	95	103	57	111	136	99	95	129	139	115		
Arrests	78	89	64	90	108	79	79	104	94	81		
Parking Tickets	89	98	114	95	48	60	66	63	60	42		
Traffic Tickets	152	204	147	143	166	142	141	149	114	130		

	2013 JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Calls for Service	649	465	538	584	761	758	804	744	623	600	609	495
Criminal Offenses	142	122	128	148	179	196	216	176	151	163	134	119
Clearances	111	100	100	117	128	143	169	118	114	119	103	95
Arrests	96	63	74	67	97	84	111	82	66	65	77	52
Parking Tickets	65	72	97	76	49	58	35	32	46	31	61	53
Traffic Tickets	158	133	150	139	166	99	167	89	132	76	102	69

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				
Dec				
<b>Total</b>				\$16,187.51

Costs after reimbursements
\$3,941.26
\$0.43 * comp reimbursement not included
\$4,771.14
\$4,808.10
\$10,631.98
\$6,507.30
\$6,971.16
\$5,217.87
\$7,097.04
\$2,894.73

**\$50,254.24** Year costs after reimbursements

OCT		
REASON	PAY	COMP
Admin./ Misc.		0.50
Complete Investigation	\$260.99	22.12
Court	\$245.65	28.50
Cover Back Time	\$1,281.26	68.62
Cover Sick Time	\$1,031.57	12.00
Cover School	\$671.63	
Cover Vacation	\$314.70	8.60
On Call Investigations	\$288.57	7.80
School		48.75
Special Events		6.30
Special Investigations		
<b>Total</b>		

2014	
Year to date	
Contractual	\$36,584.74
other	\$30,024.63
Reimbursed	16,187.51
Total non	
Contractual	
not reimbursed	\$13,837.12

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 2013

Month	Pay	Comp	Used	Reimbursements
Jan	\$3,122.60	144.37	148.00	\$7,761.78
Feb	\$2,289.64	114.73	192.5	\$0.00
Mar	\$4,019.74	100.5	233.5	\$325.27
Apr	\$4,269.43	168.37	174.5	\$562.68
May	\$6,370.47	176.99	297.25	\$2,340.08
Jun	\$24,433.08	390.75	226	\$778.38
Jul	\$31,342.46	478.49	464	\$951.82
Aug	\$10,072.91	133.87	460.75	\$1,060.12
Sep	\$9,195.40	244.12	455.75	\$1,599.28
Oct	\$5,821.22	228.37	386.5	\$313.26
Nov	\$12,652.07	251.25	439	\$0.00
Dec	\$7,695.49	205.87	518.75	\$313.26
<b>Total</b>	\$121,284.47	2,637.68	3,995.50	\$16,005.93

Costs after reimbursements
(\$4,639.18)
\$2,289.64
\$3,694.47
\$3,706.75
\$4,030.39
\$23,654.70
\$30,390.64
\$9,012.79
\$7,596.12
\$5,507.96
\$12,652.07
\$7,382.23
<b>\$105,278.54</b> Year costs after reimbursements

**2014 Reimbursements- Overtime reimbursements, grant reimbursements and other.**

	<b>STEP Grant</b>	<b>Other</b>	<b>Total</b>
	<b>Amount</b>	<b>Amount</b>	
Jan.			0
Feb		\$5146.75*	\$5146.75
Mar	169.76	\$489.55 dwi	\$ 659.31
Apr.	943.48		\$943.48
May	1074.16	359.40 dwi	\$1433.56
Jun.	959.68		\$959.68
Jul.	1330.48	\$266.46 se	\$1596.94
Aug.	2586.77	\$251.58 dwi	\$2861.45
Sep.			0
Oct			0
Nov			
Dec.			
<b>Total</b>			
to date.	7064.33	6513.74	16,187.51

\*= PERMA Workers Comp reimbursement for Sgt. Loomis through 11/25/13

se- Special Events Coverage- YMCA Walk 7/12 Traffic Control, ADA Walk 7/25 traffic control

Year to date Overtime      \$66,441.75  
 Reimbursements            \$16,187.51

Costs after reimbursement:    \$50,254.24

**2014 Revenue- Report copy fees, fingerprint fees, record checks, etc.**

Jan.    \$95.50  
 Feb.    \$49.50  
 Mar.    \$228.31  
 Apr.    \$3420.98  
 May    \$ 1,849.75  
 Jun.    \$1661.25  
 Jul.    \$ 119.25  
 Aug    \$ 180.25  
 Sept.   \$ 1519.50  
 Oct.    \$ 395.69  
 Nov.  
 Dec.

Year  
 to date: \$9519.98



# Canastota Police Department

205 So. Peterboro Street  
Canastota, New York 13032

Home of the Boxing Hall of Fame

James Zophy  
Chief of Police

Carla DeShaw  
Mayor

Administrative Phone  
(315) 697-2240

Emergency Phone  
911

After Hours  
Non-Emergency Phone  
(315) 697-8888

Fax  
(315) 697-8897

## LETTER OF RECOGNITION

To: Chief David Meeker

From: Chief James Zophy

Date: October 29, 2014

Subject: Officer Lenning and Officer Warner

Chief, I wanted to thank Officer Lenning and Officer Warner for outstanding performance on October 25, 2014 while assisting the Canastota Police Department with an Armed Robbery.

Officer Lenning while on patrol developed information that led to the possible whereabouts of two Armed Robbery suspects. Officer Lenning notified Officer Warner as to the possibility of locating the two suspects and made a plan of action. Officer Lenning informed all of the responding units as to locating the two suspects.

Officer Lenning and Officer Warner then in the most professional manner attempted custody of the two suspects who both resisted. The proper amount of force was used to take custody and to deescalate the situation.

All of the evidence was preserved for the Canastota Police Department to develop a rock solid case.

Chief, you should be proud of these two men and the job they do, I want to thank you again for the professionalism your men and women provide everyday not only to your City but the assistance is second to none.

Thank you,

  
Chief James Zophy



# Oneida City Police Department

David Meeker  
Chief of Police

## *Letter of Commendation*

**OFC. LENNING AND OFC. WARNER**

ON OCTOBER 25, 2014 AT 2121 HOURS THE CANASTOTA POLICE DEPARTMENT RESPONDED TO A CALL OF A STRONG ARM ROBBERY INVOLVING TWO MALES DRESSED IN CAMOUFLAGE CLOTHING AND ONE OF THEM WAS POSSIBLY IN POSSESSION OF A LARGE HUNTING KNIFE. CANASTOTA PD OFFICERS, MADISON COUNTY SHERIFF'S DEPUTIES AND NEW YORK STATE POLICE TROOPERS BEGAN SEARCHING FOR THE SUSPECTS. OFC. LENNING STOPPED AT THE RED APPLE CONVENIENCE STORE IN ONEIDA AND WAS SPEAKING TO A TAXI DRIVER FROM ONEIDA TAXI. OFC. LENNING RELAYED THE DESCRIPTION OF THE CANASTOTA SUSPECTS TO THE DRIVER IN CASE THEY CALLED FOR A TAXI. THE TAXI DRIVER PROCEEDED TO TELL OFC. LENNING ABOUT PHONE CALLS HE HAD JUST RECEIVED FROM A MALE REQUESTING A TAXI FROM THE WAMPSVILLE FIRE DEPARTMENT TO A SAV-ON. THE DRIVER STATED THAT THE MALE CALLED BACKED A SECOND TIME AND ASKED HOW QUICKLY THEY COULD BE THERE. THINKING THAT THIS COULD BE THE SUSPECTS, OFC. LENNING TOLD THE TAXI DRIVER THAT HE WOULD FOLLOW HER TO WAMPSVILLE AND THAT IF THE MALES WERE DRESSED IN CAMOUFLAGE, SHE WAS TO DRIVE PAST THEM AND HE WOULD STOP THEM. WHILE IN ROUTE TO WAMPSVILLE, OFC. LENNING RELAYED THIS INFORMATION TO OFC. WARNER AND INSTRUCTED HIM TO MEET HIM AT THE FIRE DEPARTMENT. IT WAS IN FACT THE SUSPECTS AT THE WAMPSVILLE FIRE DEPARTMENT AND OFC. LENNING AND OFC. WARNER WERE ABLE TO GET THEM INTO CUSTODY AND WAITED WITH THEM FOR OTHER UNITS TO ARRIVE. THE ROBBERY VICTIM WAS NOT FAMILIAR WITH THE SUSPECTS AND HAD IT NOT BEEN FOR THE ACTIONS OF OFC. LENNING AND OFC. WARNER, THE SUSPECTS MORE THAN LIKELY WOULD NOT HAVE BEEN CAUGHT.

RESPECTFULLY SUBMITTED THIS 26<sup>TH</sup> DAY OF OCTOBER, 2014,  
SGT. DANNY D. MEYERS

A handwritten signature in black ink, appearing to read "Sgt. Danny D. Meyers", written over a horizontal line.



David Meeker  
Chief of Police

108 MAIN ST.  
ONEIDA, NY 13421  
TEL 315-363-9111  
FAX 315-363-4754  
dmeeker@oneidacity.com

**CITY OF ONEIDA**  
**DEPARTMENT OF PUBLIC SAFETY**  
**BUREAU OF POLICE**

Included in the report is a comparison to show how Oneida compares to similar size cities on median income, square miles covered and number of officers.

City	Population	Police Ofcs.	Square Miles	Median Household Income	Housing Value	65+	Below Poverty
ONEIDA	11,263	23	22.5	\$ 45,152	\$100,200	14.6%	12.9%
Fulton	11,776	35	3.76	36,132	74,600	13.25	29.4
Oneonta	13,840	25	4.36	36,149	139,200	10.4	29.0
Batavia	15,399	30	5.2	38,011	90,700	18.6	20.8
Johnstown	8559	24	4.88	40,661	102,300	18.3	13.6
Norwich	7078	19	2.12	30,074	84,400	13.5	27.0
Johnson	14,937	32	4.54	38,856	85,100	16.4	20.2
Cohoes	16,174	33	3.77	43,022	146,300	15.2	16.8
Dunkirk	12,382	37	4.50	38,913	61,200	13.5	26.0
Hudson	6684	25	2.16	39,364	179,600	13.5	24.4
Tonawanda	15,020	28	3.80	47,492	89,100	13.5	12.0
Gloversville	15,388	29	5.14	35,718	75,900	14	25.6

From US Census Bureau [quickfacts.census.gov](http://quickfacts.census.gov)  
Median Housing Value is owner occupied 2008-2012  
Income 2008-2012  
65+ Percent of persons 65 and older ( 2010)

Police Ofcs. NY State DCJS [nystatedcjs.com](http://nystatedcjs.com)