

**MINUTES OF THE COMMON COUNCIL
NOVEMBER 14, 2018**

A special meeting of the Common Council of the City of Oneida, NY was held on the fourteenth day of November, 2018 at 6:00 o'clock P.M. in Council Chambers, Oneida Municipal Building, 109 N. Main Street, Oneida, NY.

Meeting was called to order by Deputy Mayor James Chamberlain

PRESENT: Councilors Alan Cohen (arrived 6:06 pm), Michael Bowe, James Coulthart, Helen Acker and Thomas Simchik (arrived 6:42 pm)

ABSENT: Mayor Leo Matzke

ALSO PRESENT: City Clerk Susan Pulverenti
Comptroller Lee Ann Wells
City Engineer Eric Schuler

The City Clerk passed out an agreement to the Council and stated that currently there is no phone service at the WWTP. She said that approval of this agreement tonight, changing from Spectrum to Northland Communications, will allow for phone service to be installed as soon as possible. This change in providers will also afford the City with a monthly savings of \$20 to \$30. She said that if the Council is agreeable, they would need to waive the rule to accept agenda items and approve the service agreement.

WAIVE RULE TO ACCEPT AGENDA ITEMS

RESOLUTION 18-237

Moved by Councilor Bowe
Seconded by Councilor Acker

RESOLVED, that per Resolution 08-180 adopted by the Common Council on August 19, 2008, the provisions of the procedure to accept agenda items is hereby waived

Ayes: 4

Nays: 0

Absent: 2 (Cohen, Simchik)

MOTION CARRIED

SERVICE AGREEMENT

RESOLUTION 18-238

Moved by Councilor Bowe
Seconded by Councilor Acker

RESOLVED, authorize the Deputy Mayor to sign the three year Business Simple Service Agreement with Northland Communications to provide phone service to the Waste Water Treatment Plant.

Ayes: 4

Nays: 0

Absent: 2 (Cohen, Simchik)

MOTION CARRIED

DISCUSSION - 2019 CITY OF ONEIDA MAYOR'S BUDGET

Deputy Mayor Chamberlain explained to the audience members that this meeting is a work session for the Common Council to discuss the budget. He said that should the public have any questions, they would be addressed at the end of the meeting. He said that a Public Hearing on the budget will be held on November 20, 2018.

City Engineer

City Engineer Eric Schuler presented the Council with a packet outlining his entire department, along with the account trends, including Buildings and Grounds, Traffic, Mosquito Control, Administrative Staff, Street Maintenance, Central Garage, Snow and Ice, Code Enforcement and Storm Sewer/Dams, as well as all the staffing involved within those areas.

The City Engineer said that staffing/salary in Buildings and Grounds remains the same, as does Traffic, Mosquito, DPW Administration, and Central Garage. He said that in Street Maintenance, he would like to increase the MEO's from 6 to 8 and decrease Laborer/CDL's from 5 to 3. He said he would also add one Laborer position. He said that his goal is to start phasing out the Laborer/CDL's for MEO's. A brief discussion ensued and per a suggestion from Councilor Bowe, it was determined that the MEO's would go from 6 to 7 and Laborer/CDL will decrease to 4, rather than 3. Councilor Bowe said with that slight change, the City will save money through the salary, social security and Medicare lines. The City Engineer said that the new Water Superintendent started today and will be learning the department from the current Superintendent. He added that the new Assistant City Engineer will be starting the end of the month. The City Engineer said that one WTP Operator A will be added next year. He said that in the Sewer line, he will be adding a Sanitary Sewer Maintenance Worker, but this has to go through the Civil Service process first.

City Engineer Schuler discussed the Capital Project portion of his budget. He said the LED Street Light Conversion-Construction phase is a continuation of an existing project. He said that approvals from National Grid are the holdup with this moving forward. In the Annual Street Resurfacing, besides the expected CHIPS funding, an additional \$150K has been added. The City Engineer said that he hopes to know by January how much the State Aid funding will be. He said that his third project is the "Mini Brook" Preliminary Engineering and Design. Discussion resulted about the various sections of the mini brook with the City Engineer stating the goal is to own from the Hospital to the creek. He said that he will not know the entire cost until after this preliminary portion is completed, which will include obtaining easements and confined space assessments. The next project is the construction of the new Department of Public Works Facility. State/Federal aid was granted to the City in the amount of \$1.9M to locate the new facility out of the flood zone. He said that the current building will be better secured and used for storage. The gas operations would stay at this facility, but tightly secured as well. The next project is to replace an aging plow truck, which he said should have an estimated salvage value of \$110K. The City Engineer said that he would like to continue with the rotation program in order to get a good salvage value for the vehicles. The next ongoing project is the sanitary sewer/water extension to provide water/sewer services to an approximate 400 acre industrial site on W. Elm Street. He said that construction will begin next year, as the City is still waiting on one more easement. The final capital project is the long term improvements at the WWTP to meet NYSDEC consent order requirements. This \$40M project will not require a proposition, as it is under a consent order.

The Council began looking at the different lines in the Engineering budget, and the Deputy Mayor said for the Council to look over each page and ask if there is a question about a particular line. The Comptroller said that the Gas/Electric line is an educated guess because of the solar project, and she said she is keeping a close eye on this. Under the Building and Grounds portion, \$500 was removed from the postage line. In the Traffic portion, the City Engineer said that costs for equipment are down, and there is a slight dip from 2018 in the materials/supplies portion. The mosquito portion was briefly discussed, with the City Engineer noting that not too much can be trimmed from this budget. He said that the training costs are for classes required by the DEC.

The City Engineer said that in the administrative portion, the trend has a slight drop from previous years. He said that with the GIS Maintenance Agreement for Cartegraph, we are looking at increasing capabilities to include water and sewer. Engineer Schuler said that he has budgeted for 3 new GPS vehicle tracking units for use in the street sweeper and sanders, as this is critical with the new operations for snow removal. The trend for street maintenance is up, because of the Capital Project adding additional funding for paving.

The City Engineer explained the equipment purchases he budgeted for this year for Street Maintenance, noting that the topsoil screener is critical in obtaining a higher quality of top soil. He said that he currently doesn't have the equipment needed to maintain the rail trail. In response to a question from Councilor Acker, the City Engineer said that he will have two people dedicated to mowing in the flats. He said that mowing will be much easier once all the properties have been demolished, and the new grass is planted. The Council decided to add \$50K to the budget for sidewalks. Engineer Schuler said that the purchase of a Tub Grinder is critical, noting they need to get rid of the mass of material at Bennett Road. He said that there will be way more mulch than the City needs, so residents may have the opportunity to obtain some mulch. Councilor Simchik said that Colgate burns chips, so there may be the opportunity for additional revenue as well.

The City Engineer said that the trend has been consistent in the Central Garage portion of the Mayor's budget. He said that in the equipment line he has budgeted for a portable welder, a charging/starting system tester and pressure washer all of which were damaged in the 2013 flood. He said that an a/c recovery machine and oil filter crusher were removed by the Mayor. He said that the items listed under the DPW Materials and Maintenance line are wear items and not wish-list items. Councilor Bowe asked that the current funds be looked at to see if any purchases can be made this year, and then taken out of the budget next year. Under major repairs, after a discussion by the Council, \$2,700 for repairs to the Ford Focus was removed. The Central Garage contracts line was reviewed. Under the Snow and Ice portion, he said the trend has dropped considerably. The Storm Sewer and Dams budget was discussed, and again the City Engineer was asked to check his account lines to see if anything can be purchased this year and then taken out of next year's budget. The Comptroller said she would check and get back to the Council tomorrow.

The City Engineer said that the trend for Code Enforcement is pretty much the same. Building/New Construction Codes was briefly discussed, and the Council said they would like to look into the possible hiring of a part-time codes employee to help the current code officer keep up with all the phone calls, inspections, building permits, etc. The Comptroller said she will look into this and provide the estimated costs.

The Kallet Civic Center budget was briefly discussed noting that the \$55K in insurance funds received will all be used for the Kallet repairs/updates. The City Engineer said to the Council that if they haven't been over there lately, to please stop by and see the new bars, floors, bathrooms, fire doors, etc. The Comptroller said that any funds left over this year will be put back into General Fund. The original

amount budgeted for Kallet Building Repairs was \$20K and then dropped to \$10K by the Mayor. The Council chose to put the \$10K back into the Kallet budget.

City Engineer Schuler said that with respect to the Sewer Budget, he and the Comptroller have already been over this portion again and have made more cuts. He said that he has some purchases to make this year, and will buy the needed items before the end of the month. He said he will be going to bid for lab services next year due to a retirement. He said there will be a savings within the salary lines.

The next special meeting on the budget will be Thursday, November 15, 2018 at 6:00 p.m. in the Council Chambers and the next meeting will be on Monday, November 19, 2018 at 6:00 p.m. with the Water Superintendent.

Motion to adjourn by Councilor Bowe

The special meeting is hereby adjourned at 8:26 p.m.

CITY OF ONEIDA

Susan Pulverenti
City Clerk