

**MINUTES OF THE COMMON COUNCIL
NOVEMBER 14, 2016**

A special meeting of the Common Council of the City of Oneida, NY was held on the fourteenth day of November, 2016 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 Jim Chamberlain

PRESENT: Mayor Leo Matzke (left at 6:20 p.m.), Councilors Alan Cohen, Michael Bowe, Erwin Smith, Helen Acker (arrived at 6:10 p.m.) and Thomas Simchik

ALSO PRESENT: City Clerk Susan Pulverenti
Comptroller Lee Ann Wells
City Engineer Jon Rauscher

2017 MAYOR'S BUDGET DISCUSSION

Recreation Department

Councilor Smith suggested that if the Recreation Director is going to purchase the new Ferris mower this year, then the funding should be taken out of the 2017 budget. After a short discussion, the Council agreed to remove the \$3K, if it can be purchased this year. Mayor Matzke said that he will speak with the Recreation Director to see if he has enough money to purchase the Martin's mix this year also. The Council briefly discussed the chain link fencing for the sidelines, noting that they would leave the \$3,500 for fencing in the budget; but for the dugout fencing, other entities will need to get involved.

Water

City Engineer Jon Rauscher said the water rates will not change for 2017. Councilor Cohen questioned a couple revenue lines, and the City Engineer said he would check with the Water Superintendent. The Mayor reminded the Council that they cannot change the revenue lines; they can only modify expenses. The City Engineer said there are two Capital Projects for the Water Department in the 2017 budget. The Baker Treatment Plant Roof will be replaced using current funds. This will include asbestos abatement and roof replacement. The second project is the Baker Dam (Class C) Engineering Assessment and Tree Removal. The NYS DEC requires an engineering assessment be completed every five years. The DEC is requiring removal of trees near power lines and any high hazard trees. The Council briefly discussed tree cutting around the reservoir, and City Engineer stressed that this is a DEC requirement.

Sewer

City Engineer Jon Rauscher said the sewer rates will not change for 2017. In the equipment line, he said that he would like to increase the line by \$12,515 to include the purchase of a worm gear for the clarifier. He explained the need for the spare gear bringing the total for equipment to \$77,681. Under contractual services, the line is increased to \$46,215 to include Office Technology's contract support, i.e. Cartegraph GIS System to track the distribution network. The utilities line will be lowered to \$165,166 from \$230,763. He said there are energy projects ongoing at the WWTP, noting the electric cost at the plant is approximately \$158K per year. He said there also were utility lines charged to the Sewer Fund that shouldn't have been there. Under the building maintenance and repair line, he is requesting an increase to \$35K. The deck around the clarifiers is peeling off exposing the concrete, and it needs to be replaced at an estimated cost of \$26K. City Engineer Rauscher said the contingency line will be upped to \$69,385 to balance his budget. He said this is a very small percentage of his \$2.3M budget, adding that when something breaks; it is usually very expensive to repair. The office technology line is up \$500 and technology/internet and phone line of \$5K is being eliminated. City Engineer Rauscher said under the sanitary sewer equipment line, the \$78K budgeted for the sewer video inspection unit is being moved to Capital.

The City Engineer said that in the Sewer Fund Capital Projects portion of the budget, he is removing the NYSEDA Flextech Improvements (\$2,905,102), as they are not going forward with this project. He said that he is also removing the Ferrous Tank Replacement, as he just received the report showing that the tank, although it looks terrible, is still in good shape. He said that he is adding \$250K for sludge thickening dewatering equipment. A discussion ensued regarding how to meet the demands of HP Hood, which included the WWTP/HP Hood ratings, daily capacities, upgrading the system and how to pay for it, grant availability, a digester for HP Hood, and taking care of today's needs. City Engineer Rauscher said the vehicle replacement equipment program is up to \$250,846, which includes a backhoe (\$75K), hoist truck (\$45K), and the video inspection unit (\$130,846), which will assess the 40 miles of sewer lines.

DPW

The City Engineer said the Traffic materials and supplies account has been cut by \$5,000. He displayed a chart showing a General Fund Budget Comparison. He said in 2017, 18.8% of the GF Budget is Public Works. The Department's debt service is down by \$57K.

City Engineer Rauscher said there is a Capital Project for Mt. Hope Dam to do an Engineering Assessment for \$30K, just as for the Baker Dam. This is required every 5 years per the DEC. He said that he will see if he has the funds left this year for the leaf vacuum, rather than purchasing it in next year's budget. He said although this is used for only two months of the year, it will last for twenty years, require less manpower and cause less wear/tear on people's lawns.

The City Engineer outlined the Annual Street Paving Program showing the Council an excel spreadsheet listing all the City streets, which included pavement age, condition, ratings and when last maintained. Councilor Smith said that he was concerned about the Oneida Street repaving, as Rail Trail work is being done through that area. The City Engineer said the Oneida Street portion of the Rail Trail will be worked on in 2017. The City Engineer explained that within the \$1.6M Rail Trail grant, the City is responsible for \$315K for in-kind service costs. He said that by using the CHIPS money, the City doesn't have to lay out any cash. He said they are focusing on the new ADA requirements also. Engineer Rauscher said trees will be removed on Freight House Alley and repairs to the sidewalks will be made. The City Engineer said the Planning Director is also working on this project. He said that she is working with a landscape architect to use the area as a learning tool by putting little informational signs next to trees, etc. The Planning Director is also reaching out to folks in the business area for their input, as she is a member of the OC3 Committee. Councilor Smith said the American Legion would also like to place its Veteran's Memorial in Clinch Park, and the Fire Department would like to build a place to display the 1917 Fire truck along Oneida Street. The City Engineer said they are still working on how the space will be utilized, so the canvas will be flexible. He said that all of Stone Street and Crescent Ave are also on the schedule for repaving.

City Engineer Rauscher said the \$50K grant received for sidewalk replacement is earmarked for Lenox Ave to tie in with the new sidewalks the DOT will be installing. Councilor Acker asked if a sidewalk replacement program has been created, and the City Engineer responded that it has been placed in various budgets and gets cut every year. Councilor Bowe said sidewalks are assessment based per the Charter. The City Engineer explained how Ithaca's sidewalk program works and said he will look into it further.

The City Engineer said that the Capital Project for the generator at City Hall will include the Fire Department, and the Council noted that there may be some resale value on the current generator at the Fire Department. He said that a Capital Project to eliminate water infiltration through the wing walls, which provide lateral support to the building, is listed in the budget. The City Engineer stated there are seam leaks in the roof at the Justice Center; however, this project will be included in the 2018 budget. The Capital Project for City Hall Security has been lowered to \$175K. This will include security glass, cameras and card access entrances. The Capital Projects for the Kallet Second Floor HVAC and Space Reconfiguration and Renovations were removed from the budget. The new Public Works garage construction is in the budget with funding from a NY Rising Grant of \$1.9M. City Engineer Rauscher displayed a spreadsheet listing all the DPW vehicles and their useful life. The City Engineer explained that Cazenovia does a lease program through Tracy Road Equipment, whereby the vehicle is purchased and after seven years, Tracy buys the vehicle back for half price. He said that he would look into this further. Councilor Cohen inquired about the possibility of purchasing an electric vehicle and installing a vehicle charging station, and it was briefly discussed.

City Engineer Jon Rauscher listed all the projects his office is tackling in 2017:

- New Public Works Construction
- Housing Buyout – Asbestos and Demolition
- Complete Streets – Rail Trail Connector
- Annual Roadway Resurfacing Program
- Sidewalk Grant Program
- Solar Array Construction/Support
- 2017 Fleet Replacement
- City Hall Security Upgrades
- City Hall Lateral Support
- Florence Avenue – LOMR
- WWTP Flood Mitigation
- WWTP Belt Press
- WWTP Aeration Project
- Mt. Hope Dam Evaluation
- Higginbotham Dam Repair
- Sanitary Sewer Video Inspection Program
- Street Light Improvement Feasibility Review (2018)

- Downtown Streetscape Inspection (2018)
- Cedar Street Redesign (2018)

In the Central Garage portion of the budget, the City Engineer said he has some equipment that was damaged in the flood, which he will try to get FEMA reimbursement for these items. With respect to the software for diagnostic tools (\$3K), which includes automatic updates, and the oil dispensing pump system (\$7,200), the City Engineer said he will see how much money he has coming back this year to see if he can purchase them this year, so as not to impact next year's budget. The Council briefly discussed bulking all the equipment together in one bond, as they had done previously. The City Engineer addressed the need to put additional funding in the paving maintenance program. He said that continual maintenance is much more effective in the long run, adding that CHIPS is not supposed to be the sole source for paving. Engineer Rauscher displayed a chart for the Council showing the amount needed to be spent on road maintenance, including sealing of the roads. He explained to the Council that the costs will continue to rise if street maintenance is not addressed. The City Engineer said he will have two new employees, as the Sr. Typist and Foreman are both retiring early next year.

Motion to adjourn by Councilor Acker

The regular meeting is hereby adjourned at 8:48 p.m.

City of Oneida

Susan Pulverenti, City Clerk