

**MINUTES OF THE COMMON COUNCIL
DECEMBER 29, 2017**

A special meeting of the Common Council of the City of Oneida, NY was held on the twenty-ninth day of December, 2017 at 9:30 A.M. in Council Chambers, Oneida Municipal Building, 109 N. Main Street, Oneida, NY.

Meeting was called to order by Mayor Leo Matzke

PRESENT: Councilors Al Cohen, Michael Bowe, Erwin Smith,
Helen Acker, and James Chamberlain

ABSENT: Councilor Thomas Simchik

ALSO PRESENT: City Clerk Susan Pulverenti
Comptroller Lee Ann Wells
Fire Chief Kevin Salerno

Moved by Councilor Bowe
Seconded by Councilor Acker

RESOLVED, that Warrant No. 27 checks and ACH payments in the amount of \$183,100.35, as audited by the Voucher Committee, is hereby approved for payment in the usual manner at the discretion of the Comptroller.

Ayes: 5
Nays: 0
Absent: 1 (Simchik)

MOTION CARRIED

Moved by Councilor Acker
Seconded by Councilor Cohen

RESOLVED, that checks in the amount of \$4,485.00 (City Attorney) as audited by the Voucher Committee are hereby approved for payment in the usual manner at the discretion of the Comptroller.

Ayes: 4
Nays: 0
Absent: 1 (Simchik)
Abstain: 1 (Bowe)

MOTION CARRIED

BUDGET TRANSFERS

RESOLUTION 17-351

Moved by Councilor Chamberlain
Seconded by Councilor Acker

RESOLVED to approve the following budget transfers:

| <u>AMOUNT</u> | <u>FROM:</u> | <u>TO:</u> |
|---------------|-------------------------------------|---|
| \$575.00 | 001.0022.2680 Insurance Recovery | 001.1620.0300 Buildings Materials & Supplies |

(To reallocate funds received from insurance for Police Dept glass repair)

| | | |
|---|---|---|
| \$103.54 | 001.1990.0400 Contingency | 001.7530.0400 PAC 99 |
| <i>(To reallocate funds to PAC 99 as the payment is 1/6th of the Franchise Fee received)</i> | | |
| \$16,000.00 | 001.9011.0807 Police & Fire Retirement | 001.3120.0101 Police Salaries |
| \$28,100.00 | 001.9011.0807 Police & Fire Retirement | 001.3410.0101 Fire Salaries |
| \$1,540.00 | 001.1990.0400 Contingency | 001.8020.0101 Planning Salaries |
| \$209.16 | 001.1990.0400 Contingency | 001.1355.0101 Assessor Salaries |
| \$1,550.00 | 001.1315.0101 Comptrollers Salaries | 001.1355.0101 Assessor Salaries |
| \$1,095.00 | 001.1315.0101 Comptrollers Salaries | 001.1680.0101 Office Technology Salaries |
| <i>(To reallocate funds to cover salary budget shortages due to accrual & retirement payouts & past due insurance recoveries)</i> | | |
| \$120.89 | 001.1990.0400 Contingency | 001.1989.0400 Printing Expense |
| <i>(To reallocate funds to cover December printing invoice)</i> | | |

Ayes: 5
Nays: 0
Absent: 1 (Simchik)
MOTION CARRIED

2018 TAX WARRANT

RESOLUTION 17-352

Moved by Councilor Smith
Seconded by Councilor Chamberlain

RESOLVED, that the tax warrant for the year 2018 herewith in all respects is hereby approved and issued, and the City Chamberlain is hereby authorized to proceed with the collection of taxes for the year 2018, and be it further

RESOLVED, that pursuant to Section 5.8 of the City Charter, there shall be levied and raised on the taxable real estate property of the entire City, in manner from and to the extent heretofore authorized and directed by the Common Council, the necessary sums of money for the estimates and disbursements for the year 2018, constituting the budget for the City of Oneida, as the same has been heretofore adopted and approved, and the tax of the several amounts for the different funds of the City, constituting said budget, to be computed at the ratios and upon the different property in said budget and levy set forth.

Ayes: 5
Nays: 0
Absent: 1 (Simchik)
MOTION CARRIED

CIVIL SERVICE TITLES

RESOLUTION 17-353

Moved by Councilor Chamberlain
Seconded by Councilor Acker

RESOLVED, that the City of Oneida Civil Service Job Titles be hereby approved as follows:

CITY OF ONEIDA CIVIL SERVICE TITLES

| | | |
|---|--|--|
| Accountant | Deputy Fire Chief | Pool Maintainer |
| Account Clerk | Director of Community Development | Principal Account Clerk |
| Account Clerk/Chamberlain Assistant | Director of Parks and Recreation | Public Works Supervisor |
| Account Clerk Stenographer | Director of Planning | Records Clerk |
| Account Clerk (Billing) | Draftsman | Records Survey Clerk |
| Account Clerk Typist | Engineering Aide | Recreation Coordinator |
| Administrative Aide | Engineering Technician | Recreation Maintenance Worker |
| Animal Control Officer | Executive Director Youth Bureau | Recreation Specialist |
| Assessor | Fire Chief | Registered Professional Nurse (School) |
| Assessor Aide | Fire Fighter | Sanitary Engineer I |
| Assistant City Engineer | Fire Lieutenant | Sanitary Engineer II |
| Assistant Code Enforcement Officer | Food Service Cashier | School Bus Driver |
| Assistant Pool Director | Food Service Helper | School Lunch Manager |
| Assistant Recreation Coordinator | Head Custodian | School Monitor |
| Associate Planner | Health Office Assistant | School Secretary |
| Automotive Repair Helper | Housing Code Inspector | School Security Guard |
| Automotive Repair Worker | Housing Rehabilitation Specialist | Senior Account Clerk |
| Building Maintenance Mechanic I | Housing Services Assistant | Senior Account Clerk Typist |
| Building Maintenance Mechanic II | Instructor | Senior Clerk |
| Building Maintenance Mechanic II (City) | Jail Attendant | Senior Custodian |
| Building Maintenance Supervisor | Junior Accountant | Senior Food Service Helper |
| Building Maintenance Worker | Keyboard Specialist | Senior Motor Equipment Operator |
| Bus Monitor | Laboratory Technician Wastewater Treatment | Senior Payroll Clerk |
| Chief Waste Water Treatment Plant Operator | Laborer | Senior Stenographer |
| Chief Water Treatment Plant Operator Type A | Librarian I | Senior Telephone Operator |
| City Comptroller | Library Aide | Senior Typist |
| City Engineer | Library Typist | Senior Water Maintenance Worker |
| Civil Engineer I | Library Assistant (Children's Services) | Stenographer |
| Civil Engineering Technician | Library Assistant | Swimming Pool Director |
| Cleaner | Lifeguard | Teacher Aide |
| Clerk | Mason | Telephone Operator |
| Clerk of the Works | Mosquito Control Technician | Traffic Control Systems Specialist |
| Code Enforcement Officer | Motor Equipment Maintenance Assistant | Transportation Supervisor |
| Code Enforcement Officer Trainee | Motor Equipment Maintenance Supervisor | Vector Control Technician |
| Community Development Assistant | Motor Equipment Operator | WWTP Maintenance Mechanic |
| Community Service Officer | Motor Vehicle Operator | WWTP Operator |
| Computer Operator | Municipal Games Inspector | WWTP Operator Trainee |
| Computer Operator Trainee | Occupancy Specialist | Water Maintenance Assistant |
| Computer Programmer | Occupational Therapist | Water Maintenance Supervisor |
| Construction Inspector | Office Technology Support Technician | Water Maintenance Worker |

| | | |
|--|-----------------------------|--|
| Cook | Parking Enforcement Officer | Water Meter Reader and Service Worker |
| Coordinator Community & Economic Development | Payroll Clerk | Water Superintendent |
| Crossing Guard | Photographer | Water Treatment Plant Operator Type A |
| Custodian | Police Captain | Water Treatment Plant Operator Type B |
| Data Entry Machine Operator | Police Chief | Water Treatment Plant Operator Trainee |
| Deputy City Comptroller | Police Sergeant | Youth Service Coordinator |

Ayes: 5
Nays: 0
Absent: 1 (Simchik)

MOTION CARRIED

Councilor Chamberlain said that three additional titles were added to the original list; Water Maintenance Supervisor, Community Service Officer and Type A was included as part of the title of Water Treatment Plant Operator.

DESIGNATION OF WATER OPERATOR

RESOLUTION 17-354

Moved by Councilor Chamberlain
Seconded by Councilor Bowe

WHEREAS, the City of Oneida is the owner of a public water supply and responsible to designate as Operator in Responsible Charge whom is to make decisions about daily operations of the system that directly impacts quality and/or quantity of the drinking water, **and**

WHEREAS, the City is to notify the New York State Department of Health when changes occur with the operator in responsible charge due to retirement, **now therefore be it**

RESOLVED, that the Mayor is hereby authorized to sign the Designation of Water Operators in Responsible Charge for the City of Oneida upon the retirement of the existing operator.

Ayes: 5
Nays: 0
Absent: 1 (Simchik)

MOTION CARRIED

The Water Superintendent said the existing operator David Piersall is retiring December 29, 2017 (today) and another 1A Operator will be taking over as Chief Operator.

MEMORANDUM OF UNDERSTANDING – CITY ATTORNEY

RESOLUTION 17-355

Moved by Councilor Chamberlain
Seconded by Councilor Cohen

RESOLVED, to authorize the Mayor to sign a Memorandum of Understanding by and between the City of Oneida and Nadine C. Bell for service and compensation as the Attorney for the City of Oneida.

Ayes: 5
Nays: 0

Absent: 1 (Simchik)
MOTION CARRIED

KALLET CIVIC CENTER HOPE ENERGY AUDIT

RESOLUTION 17-356

Moved by Councilor Acker
Seconded by Councilor Bowe

RESOLVED, to authorize the Mayor to sign the Hope Energy Group Audit Agreement, and further authorize payment in the amount of \$1,062.00 to cover one-half of the customer cost for energy upgrades at the Kallet Civic Center.

Ayes: 5
Nays: 0
Absent: 1 (Simchik)
MOTION CARRIED

Michele Stewart from the Kallet said that she was mistaken at the last meeting when she stated there was a 10% prepaid discount; it is 5%. She said that she spoke with the Rome Sign Company who told her that the marquee's ballasts and fluorescents should be an easy fix. In response to a question from Mayor Matzke, she said that the main issues have been resolved with the restrooms, sink and ice machine. Ms. Stewart said that there is significant damage from the initial backup due to the plumbing in the area around the concession stand. The Comptroller said that she has been in contact with the insurance company.

SUBSTANCE ABUSE TESTING AGREEMENT – PER FEDERAL REGULATIONS

RESOLUTION 17-357

Moved by Councilor Smith
Seconded by Councilor Bowe

RESOLVED, that the Mayor be authorized to sign the annual agreement with Urgent Care Practice, PC, 7375 Oswego Road, Suite 1, Liverpool NY 13090 for substance abuse testing.

Ayes: 5
Nays: 0
Absent: 1 (Simchik)
MOTION CARRIED

This is for a controlled substance abuse testing agreement for employees per Federal regulations.

Councilor Chamberlain asked the Council if they could go into Executive Session to discuss several personnel matters, and the Council agreed. Councilor Bowe said that there will be no action taken after the session.

EXECUTIVE SESSION

RESOLUTION 17-358

Moved by Councilor Bowe
Seconded by Councilor Acker

RESOLVED, that the meeting is hereby adjourned to Executive Session at 9:55 a.m. for the purpose of discussing the proposed sale or lease of real property and personnel matters.

Ayes: 5
Nays: 0
Absent: 1 (Simchik)
MOTION CARRIED

PRESENT: Mayor, Councilors, Fire Chief

1. Discussion relating to personnel matter.

PRESENT: Mayor, Councilors

2. Discussion was held relating to personnel matters.

Moved by Councilor Acker
Seconded by Councilor Smith

RESOLVED, that Executive Session is hereby adjourned to the special meeting at 10:50 a.m.

Ayes: 5
Nays: 0
Absent: 1 (Simchik)
MOTION CARRIED

Motion to adjourn by Councilor Smith

Councilor Chamberlain noted that this was Councilor Smith's last official action.

The special meeting is hereby adjourned at 10:50 a.m.

City of Oneida

Susan Pulverenti, City Clerk