

**ADMINISTRATIVE SERVICES  
COMMITTEE MEETING  
March 1, 2021**

Chairman Corradino called the meeting to order at 6:30 p.m.

***MEMBERS PRESENT:*** Councilor Corradino, Councilor Hill, Councilor McBrearty (Excused until arrival at 6:48 p.m.), Councilor Burrige and Councilor Plunkett

***OTHERS PRESENT:*** Councilor Walker; Councilor Gosek; Christopher Baker, Director of Information Technology; Jeff Hinderliter, City Engineer; Deborah Coad, City Chamberlain; Phillip Cady, Chief of Police; Kevin Caraccioli, City Attorney; Mayor William J. Barlow, Jr.

***MEDIA PRESENT:*** Randy Pellis, Oswego Shopper.

**OLD BUSINESS:** There was no old business.

A motion to approve the minutes of the February 16, 2021 meeting was made by Councilor Plunkett and seconded by Councilor Burrige. Minutes were approved by a unanimous vote.

**NEW BUSINESS:**

1. **Mayor William J. Barlow, Jr. requests Common Council consideration of a proposal to adjust the City of Oswego flat rate and metered rate for water and sewer service.** Mayor Barlow stated that the previous administration had an item off the floor at the last council meeting of the year, where they voted to increase the water and sewer bills by \$50.00 a quarter. He revealed that the increases back in December of 2015, which he voted no on as a Councilor, could have been prevented had the administration or City Personnel at that time done what we've done the last 5-6 years. Some of the accomplishments in the last few years include; investing about \$10 million dollars between our two Wastewater Facilities, authorize the Asset Management Plan for the Wastewater Treatment Plant, and completed multiple studies at the Wastewater and Water Plants in order to outline a strategy to invest in the facilities in an orderly process that made sense. Further, we have just about finished the Sewer Separation Project this past Fall, with the exception of some minor work (explained in the next couple of items). He stated that both of the phases that we administered came in ahead of schedule, and under budget. In fact, the last phase in 2019 was \$300,000.00 under budget and about a month ahead of schedule. Also, the City has secured well over \$7 million dollars in grant funding through the New York Clean Water Grants and the WIA Grants, for facility upgrades and infrastructure projects, including the Sewer Separation Project. Mayor Barlow expressed his thanks to the Camden Group and the Oswego Department of Public Works for the hard work they have put in at the two Wastewater Facilities, the Water Plant, and for the water and

sewer infrastructure throughout the City. He stated the first reduction was offered in Spring of 2019 and it was to flat rate users only. Presently, we made a deal to do more for flat rate users and also wanted to make a real effort to help metered users as well. 99% of the feedback received from the first reduction in 2019 was positive, but the 1% negative feedback was from people who had installed a meter and were not falling under the reduction. Thus, we wanted to make sure to capture both groups this time around. It is not as big of a reduction, but it covers everybody as opposed to just flat rate users like last time. The proposed reduction is a \$100.00 annual reduction, which is a \$25.00 reduction per quarter. The current flat rate is \$150.00 for sewer, plus \$75.00 for water. We are proposing \$115.00 for sewer and \$85.00 for water, to decrease it from \$225.00 a quarter, to \$200.00 a quarter. You'll notice we're drastically reducing the sewer bill, but we are actually slightly increasing the water bill, and that is because of the upcoming work to be done at the Water Plant. He explained that our focus these first five years was really on the two sewer facilities and the sewer infrastructure, now, we need to pivot a bit and invest in the Water Plant. He reiterated that we are slightly increasing the water fee, but it's still a \$100.00 annual reduction even with that increase. The current metered rate is \$150.00 for sewer, plus \$55.00 for water, totaling to \$205.00 a quarter. The proposed metered rate is \$115.00 for sewer, plus \$65.00 for water. Again, similar to the flat rate, we are drastically reducing sewer bill and slightly increasing the water bill totaling to \$205.00 a quarter to \$180.00 a quarter. Mayor Barlow stated that he encourages City residents to get a meter since the meter base is cheaper, and if you go beyond that it only charges you for what you use, so that's the smartest thing to do. Of course, some people are discouraged because of the upfront cost of buying and installing that meter, but that pays for itself in a couple of years, especially if you are a small user. Lastly, another part of this proposal is to increase the water rate for people and businesses who are well above base, such as carwashes, hospitals, schools, and other large users who use quite a bit of water. Similar, to what we did back in 2016, we are increasing the cost from \$1.50 per 1000 gallons, to \$2.50 per 1000 gallons, increasing one dollar. He stated that homeowners aren't going to even come close to feeling this portion of the proposal, as they are really only talking to our commercial and industrial users. If you remember back in 2016, we changed the scale so the more water you use, the less you actually paid per gallon or per 1000 gallons. Now, we change that so the more you use, the more you pay per 1000 gallons, and this proposal builds on that. Mayor Barlow thanked the Council for their continued support and investment in the facilities and infrastructure these last five years, and he looks forward to making more goals to hit in the next couple of years to continue offering financial relief to City residents. Councilor Walker stated he thinks it's a great idea and thanked the Mayor for his efforts. He asked if joining towns that are on our sewer and water are included too? Mayor Barlow stated that the towns we serve (Oswego Town and Scriba) are governed by a separate agreement. Both of those agreements are outstanding and we're working now to get both municipalities to the table. Councilor Gosek thanked Mayor Barlow for his efforts, admitting that Oswego looks like a whole new City since he became Mayor. He said this decrease doesn't seem like a lot at first, but



it adds up and will help a lot of people out in the long run. He admitted that for years the biggest complaint was the water and sewer rates and everything Mayor Barlow is doing is very commendable.

**COMMITTEE DECISION:** Councilor Hill made a motion to forward a favorable recommendation to the Full Council to approve the proposal to adjust the City of Oswego flat rate and metered rate for water and sewer service. Councilor Burrridge seconded the motion, unanimous approval.

***THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.***

2. **Mayor William J. Barlow, Jr. requests authorization to accept two alternates included in the previously accepted bid submitted by W.D. Malone Trucking and Excavating, Inc. for the International Pier Stabilization Project.** Mayor Barlow explained that when we issued the International Pier bid, we issued the base bid and then additionally issued two proposals that we wanted to see. The first add-on was in regard to the Yacht Club building, whereas the second add-on was a price for a turbidity curtain to go around the International Pier during construction. W.D. Malone submitted competitive bids for both add-ons. He stated that the reason the two additional proposals weren't accepted in the first time we came through the Council process, was because he didn't have enough information to decide what to do with the Yacht Club building. He said that they wanted to take their time with it and select a contractor based off the base bid. Once we had assigned a contractor, we had a meeting with our Engineering staff, DPW staff, our Engineering firm, (Delta) and the assigned contractor to try to get everybody's perspective on what to do with the building itself. There were some ideas tossed around based on the cost to save the building; do you demo it and start over with a new building, do you use this grout option to stabilize the building and infuse it into the sheet piling structure that now will become the new pier, or do you work on shooting through the building and pinning the building to the pier. This \$598,000.00 option is to grout and stabilize the pier because they think it's the best way to preserve the building and minimize the damage and cost while doing so. The second alternate was the \$67,000.00 for the turbidity curtain, which includes the cost for the purchase and installation.

**COMMITTEE DECISION:** Councilor Burrridge made a motion to forward a favorable recommendation to the Full Council to authorize Mayor William J. Barlow, Jr. to accept two alternates included in the previously accepted bid submitted by W.D. Malone Trucking and Excavating, Inc. for the International Pier Stabilization Project. Councilor Plunkett seconded the motion, unanimous approval.

***THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.***

3. **Mayor William J. Barlow, Jr. requests authorization for the City Chamberlain to transfer funds from A.1990.0460 to A.3620.0440, in the amount of \$5,000.00 to pay Crisafulli Trucking for work completed at 268 West Fifth Street and 80 Tallman Street.** The Mayor explained that back in 2016 Crisafulli Trucking was hired to take down the big pink house on 268 West Fifth Street. When they were taking it down there was a minor bit of damage done to the house next door when some of the chimney fell. Fast forward to now, we have held Crisafulli Trucking's \$5,000 bond, while the claim with our insurance company worked itself out. Finally, that claim is now put to rest and we can give Crisafulli Trucking their \$5,000.00 bond back. However, the budget resets at the end of every calendar year, so the original \$5,000.00 is long gone, so we have to come back and go through this process again and give it to Code Enforcement to re-issue that file to reimburse them.

**COMMITTEE DECISION:** Councilor Hill made a motion to forward a favorable recommendation to the Full Council to request authorization for the City Chamberlain to transfer funds from A.1990.0460, to A.3620.0440 in the amount of \$5,000.00 to pay Crisafulli Trucking for work completed at 268 West Fifth Street and 80 Tallman Street. Councilor Plunkett seconded the motion, unanimous approval.

***THE RESOLUTION WILL BE PREPARED BY THE CODES DEPARTMENT TO BE FORWARDED TO THE FULL COUNCIL.***

4. **Mayor William J. Barlow, Jr. requests discussion regarding bids received for the Sanitary Sewer Rehabilitation Project Third 25% and Combined Sewer Rehabilitation Fourth 25% (EFC Project number C7-6344-19-08).** Mayor Barlow stated that this item involves the last bit of work for the Sewer Separation Project. All of the heavy construction from that project is done, and any other work left is minor. This bid comes in a bit under budget; the initial estimate was \$1.5 million dollars total, whereas this bid is for \$1.082 million, and it goes to Kenyan Pipeline Inspection (they were the low bid). He mentioned that the location of this work is in the First and Third Wards. Councilor Corradino asked how long this work would take. Mayor Barlow stated that it is going to run the same schedule as the construction last year; they'll start this spring, run through summer and into fall. He stated that a lot of residents won't really realize this is going on as it will be very isolated and they're not digging up roads, they're going through manholes and doing the work in the sewers.

**COMMITTEE DECISION:** Councilor Burrridge made a motion to forward a favorable recommendation to the Full Council to request approval of the bids received for the Sanitary Sewer Rehabilitation Project Third 25% and Combined Sewer Rehabilitation Fourth 25% (EFC Project number C7-6344-19-08). Councilor Hill seconded the motion, unanimous approval.

***THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.***



5. **Mayor William J. Barlow, Jr. requests discussion regarding bids received for the Sanitary Sewer Rehabilitation Project for Area 3 (EFC Project number C7-6344-19-09).** Mayor Barlow explained that this is the same contractor and type of work, just a different bid in a different area. This involves cleaning the lines, fortifying the system, fixing manholes with minimal open cuts in the road. This area is what we call Area 3, which is the Kingsford Woods, Seventh Ward area. This is a \$1.3 million-dollar total cost estimate, and the bid came in at \$1.082 million, with the same contractor and the same schedule. He mentioned that we won some WIA Grant funding back in 2018/2019 to help cover some of this cost.

**COMMITTEE DECISION:** Councilor Plunkett made a motion to forward a favorable recommendation to the Full Council to request approval of bids received for the Sanitary Sewer Rehabilitation Project for Area 3 (EFC Project number C7-6344-19-09). Councilor Hill seconded the motion, unanimous approval.

***THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.***

6. **Mayor William J. Barlow, Jr. requests discussion regarding bids received for a new 2-megawatt generator for the Water Treatment Plant as part of the Upgrade Project at the Plant.** Mayor Barlow said that people often ask him what keeps him up at night. He stated that what keeps him up is the threat of the Water Plant losing power, with no backup power source. When we have potentially dangerous weather, particularly ice storms, snowstorms or high and sustained winds, we will call New York State to bring up a backup generator for the Water Plant, just in case power goes out. The nearest backup generator is in Schenectady, so it is an extensive process to get it. We have to look a few days out, contact the State, get it up here and get it placed and turn down in time should something happen. The backup generators of this size are extremely expensive, estimating to be about \$3 million dollars total. Luckily, we secured some grant money that was part of the award in 2019, when we won about \$7.5 million dollars in the WIA Grant applications. One million of that was for the backup generator to cover the estimated \$3 million cost. He explained that we put this out to bid, with the help of GHD, and Cummins came back with the low bid proposed at \$923,000.00. The estimated cost just to buy the generator was about one million dollars so the proposed bid is slightly under. GHD is creating the construction documents for the installation and they plan to have those documents created and issued out to bid in June. As far as a deadline goes, we hope to have the installation completion date of the end of the year. He reiterated that this item is the first step to select this low bid for the purchasing of the generator and then we'll get to work on installation.

**COMMITTEE DECISION:** Councilor McBrearty made a motion to forward a favorable recommendation to the Full Council to approve bids received for a new 2-megawatt generator for the Water Treatment Plant as part of the Upgrade Project at the Plant. Councilor Hill seconded the motion, unanimous approval.

***THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.***

7. **The Code Enforcement Department requests discussion regarding the sole bid submitted by Anthony Pauldine General Contractors, Inc. for miscellaneous services related to Code Enforcement complaints.** Mayor Barlow stated that this item comes up every year and it the work related to Code Enforcement. If property owners don't come into compliance within the provided time frame, the City has the authority to send either the City DPW or a hired contractor to the property to mow the lawn, remove the trash or do any other sort of work that's provided in the violation report and remains outstanding. Every year we put the work out to bid to hire a contractor to do this work for us. He stated that we put this bid out through Onondaga County, and it is requested that the contractor is within a 25-mile radius of the City of Oswego. Also, the contractor needs to be available to the Director of Code Enforcement 24/7 and respond to the calls within one or two hours of the call. Pauldine General Contractor's Inc. was the one and only bidder, and the lump sum proposal in your packet spells out the hourly charge for all of the services that they provide on a regular basis. Councilor McBrearty asked how these rates compared to the proposal from 2020. Mayor Barlow stated that they really haven't deviated much besides a small increase in lawn care and debris removal, but he didn't have the exact dollar figures on hand. He said it was a very small increase and that is should be noted that this cost is not something the City pays; it's actually levied on the tax bill to the property owner in violation.

**COMMITTEE DECISION:** Councilor Burridge made a motion to forward a favorable recommendation to the Full Council to approve the sole bid submitted by Anthony Pauldine General Contractors, Inc. for miscellaneous services related to Code Enforcement Complaints. Councilor Plunkett seconded the motion, unanimous approval.

***THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.***

8. **Mayor William J. Barlow, Jr. requests discussion regarding the purchase of a Belgian Malinois Police K9.** Mayor Barlow explained that currently we have two dogs as part of the Police Department in service. The first dog is a relatively new dog named Luke, who is our bomb sniffing, explosives dog. The second dog named Crixus, is our drug sniffing dog. Recently, the Council passed and allowed Crixus to be given to his handler who is retiring. The average service life for a police dog is 5 to 6 years of service. Crixus is 9 years old and is well beyond his

expected service life. He has done a great job and will now run off into retirement. This item is to hire a new drug dog to replace Crixus. As stated on the attachments it is about \$6,500.00 to purchase the dog and it's about another \$12,000.00 for training. We are looking to purchase him and get him trained in service this fall. He stated that we're actually ahead of the curve here because as marijuana is decriminalized and perhaps in the near future legalized, drug dogs can no longer hit on marijuana, so any drug dog trained to hit on marijuana now has to be retired.

**COMMITTEE DECISION:** Councilor Hill made a motion to forward a favorable recommendation to the Full Council to approve the purchase of a Belgian Malinois Police K9. Councilor McBrearty seconded the motion, unanimous approval.

***THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.***

A motion to adjourn the meeting was made at 7:01 p.m. by Councilor McBrearty. A second was made by Councilor Burrridge, unanimous approval.

Respectfully Submitted,

  
Sydney Mangano