

CITY CLERK

SANDY LAPERA, CITY CLERK

OCTOBER
2022

MONTHLY REPORT

City Clerk Monthly Report
October 01, 2022 - October 31, 2022

Account#	Account Description	Fee Description	Qty	Local Share
00100171255	Clerk Fees	Acknowledgement of Paternity	2	0.00
		Copies	4	35.50
	Vital Records	Engineering Permits	2	50.00
		Genealogy	2	44.00
		Landfill Coupons	3	2.25
		Notary	4	8.00
		Births	84	840.00
		Deaths	113	1,130.00
		Government Use Copies - Free	7	0.00
		Marriage	4	40.00
		Sub-Total:		
00100171258	Marriage License	Marriage License	10	175.00
Sub-Total:			\$175.00	
00100171260	ZBA	Site Plan - 1,000 sq.ft or less	1	50.00
Sub-Total:			\$50.00	
00100171261	ZBA	Area Variance	2	100.00
Sub-Total:			\$100.00	
00100171265	Deed Recording Fee	DEED RECORDING FEE	35	1,050.00
Sub-Total:			\$1,050.00	
00100182263	Fire Permits	Alarms	6	260.00
	Solid Fuel Permit	Solid Fuel Permit	5	300.00
Sub-Total:			\$560.00	
00100202544	Dog Licensing	Female, Spayed	21	231.00
		Female, Unspayed	6	150.00
		Male, Neutered	18	198.00
		Male, Unneutered	5	125.00
	Dogs	Impoundment1	6	240.00
Sub-Total:			\$944.00	
00100202545	Annual License Fees	Amusement 1-5 machines	1	40.00
Sub-Total:			\$40.00	
00100202555	Building	Building Permits	11	1,610.00
		Certificate of Occupancy	11	250.00
Sub-Total:			\$1,860.00	
00100171266	DEC	Hunting/Fishing License	22	11.36
Sub-Total:			\$11.36	

**City Clerk Monthly Report
October 01, 2022 - October 31, 2022**

Account#	Account Description	Fee Description	Qty	Local Share
			Total Local Shares Remitted:	\$6,940.11
Amount paid to:	Madison County Treasurer			57.75
Amount paid to:	NYS Ag. & Markets for spay/neuter program			72.00
Amount paid to:	State Health Dept.			225.00
Amount paid to:	NYS DEC			194.64
Total State, County & Local Revenues:	\$7,489.50	Total Non-Local Revenues:		\$549.39

To the Supervisor:

I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Sandra LaPera, City Clerk, City of Oneida during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor	Date	City Clerk	Date
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CITY ENGINEER

JEFF ROWE, CITY ENGINEER

OCTOBER
2022

MONTHLY REPORT

City of Oneida
Engineering | Public Works

October 2022 Monthly Report

Prepared By: Jeffrey A. Rowe, P.E.
City Engineer



CITY OF ONEIDA
DEPARTMENT OF ENGINEERING AND PUBLIC WORKS
109 N. Main Street, Oneida, NY 13421

CITY OF ONEIDA - ENGINEERING | PUBLIC WORKS

Monthly Report – October 2022

A. Public Works Monthly Recap (Streets, Traffic, Mosquito, Garage, Sanitary Sewer Collection)

Public Works staff performed the General Maintenance tasks listed below during October 2022:

- Sanitary sewer cleaning and repairs (Warner Street)
- Tree trimming and removals
- Seneca Street pavement resurfacing
- Fall Cleanup started October 31 and extends through November 10
- Performed additional site work for Dog Park
- Completed concrete work for front entrance and north side entrance to City Hall
- Temporary flow meters installed at various location in sanitary sewer system (I/I Evaluation)

Note: Helmer's Tree Service has completed 10 tree removals under contract during October.

B. Wastewater Treatment Plant

- Treatment Plant general maintenance ongoing.

C. Water Distribution/Treatment

- Distribution personnel repaired water main break (Seneca Street)
- Treatment Plant general maintenance ongoing.
- Stopped polyphosphate addition on September 30th (corrosion control)
- NYSDOH inspection conducted on October 5th (satisfactory)

D. Buildings

- General maintenance ongoing.

E. Capital Projects

- Please find below a brief status update of on-going projects:

2022 Current Master Capital Project Summary		
Description	Status as of 10/31/22	Estimated Completion of Phase
WTP - Glenmore Dam Improvements	DEC Review/Response	Fall 2022
DPW Relocation – Design Phase	Evaluation	TBD
WTP – Additional Clearwell	Final Design/DOH Review	Fall 2022
Main Street Resurfacing	Bidding	Early 2023
Lake Street Pump Station Improvements	Prelim/Final Design	December 2022
WWTP EPC Project	Construction	June 2023
Sidewalk Replacement Program	Complete/Project Closeout	October 2022
Higinbotham Brook Culvert Replacement/Rehabilitation	Preliminary/Final Design	November 2022
Vehicle Replacement – 10 Wheel Dump Truck	Delivery	November 2022

CITY OF ONEIDA - ENGINEERING | PUBLIC WORKS

Monthly Report – October 2022

- **WWTP EPC Project**

Status: Dairy Force Main and Pumping Station – Pump and force main startup; Aeration System Upgrades – Aeration Basin 1 – Divider wall walkway reinforcing, forms, and concrete pour, Aeration Basin 4 – Divider wall walkway reinforcing, forms, and concrete pour, Aeration Distribution Box stairs, grating and railing install; Clarifiers and Activated Sludge Pump Station – Railing and stair installation, equipment painting; Digester Control Building – Natural gas piping install, Biogas piping install, interior painting, HVAC fan and controls install, Biogas safety equipment install, Flare foundation install; Anaerobic Digesters – Stairs and bridge to Digester No. 2 complete, Digester Gas Safety equipment on Digester No. 2 install; Gravity Thickener (Primary Sludge) – Interior equipment painting complete; Digester Feed Blend Tank – Improvements are complete; CAST System – CAST Blowers set in place, CAST piping install, Hot Box install; Electrical Improvements – Fiber optic cable install, HVAC monitoring panel install, Gas detection equipment install; Instrumentation and Controls Upgrades – SCADA panel startup, Instrument installation; HVAC upgrades (in existing buildings) – Dewatering room equipment install; Site Work – Digester No. 1 backfill, Digester No. 2 backfill, site grading, site seeding and stabilization.

- **WTP – Additional Clearwell**

Status: Consultant has received comments from regulatory agencies; Consultant is addressing comments and revising final documents, as needed.

- **WTP – Glenmore Dam Improvements**

Status: Permit applications/review – Response provided to DEC for requested additional information. Consultant has submitted WIIA grant funding application.

- **Lake Street Pump Station Improvements**

Status: Completed 30% Drawings and Specifications. Design Basis Memorandum being finalized. Awaiting WIIA Grant announcement (anticipated early December) prior to progressing electrical design due to required MWBE subcontractor requirements. Anticipate completion of 60% design submittal by November.

- **Higinbotham Brook Culvert Replacement/Rehabilitation**

Status: Hydraulic model of existing culvert system prepared. Comparison of alternatives for improvements (full replacement vs. slip lining existing culvert). Consultant recommends full replacement which has a lower capital cost.

- **Sidewalk Replacement Program**

Status: Contractor completed replacement of all locations in this year's project.

- **Vehicle Replacement – 10 Wheel Dump Truck**

Status: Vehicle Delivery scheduled for November 2nd.

CODES

DEPARTMENT

BOB BURNETT, DIRECTOR

OCTOBER
2022

MONTHLY REPORT

CITY OF ONEIDA
OFFICE OF CODE ENFORCEMENT

BOB BURNETT
 Director of Codes

JAMES ACKERMAN
 Code Enforcement Officer



109 North Main Street
 Oneida, New York 13421

TEL: 315-363-8460
 FAX: 315-363-9558

Jeannie Markle
 Codes Account Clerk

Code Enforcement Office

October 1, 2022 - October 30, 2022

Housing Inspections

	June	YTD
Inspections	2	123
Re-Inspections	13	107
No Shows	2	16
2 Family Units	14	102
3+ Family Units	1	45
Order to Vacate	4	34
Complaints	6	82
Mowing/Grass Letter Sent	2	124
Lots Mowed by DPW	3	16
Misc. Trash Can and Junk Letters Sent	13	559
Vehicle Letters Sent	5	46
Appearance Tickets	1	104

Code Enforcement

	June	YTD
Permits Issued	11	106
Cost	1850	\$40151.00
Certificate of Occupancy	2	41
Certificate of Compliance	11	87
Permit Extensions	4	36
Stop Work Order	1	17
Sign Permits Issued	1	21
Sign Compliance	0	0
Sign Violations	0	35
Order to Vacate	1	33
Appearance Tickets	2	64
Orders to Remedy-Fence/Trailer	3	50
Semi Collapsed Structures Remedy	0	10
Vacant Property letters Sent	4	64

COMPTROLLER

LEE ANN WELLS, COMPTROLLER

NOVEMBER
2022

MONTHLY REPORT

CITY OF ONEIDA
OFFICE OF THE COMPTROLLER

Lee Ann Wells
City Comptroller

Jessica Kaiser
Deputy City Comptroller



109 North Main Street
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jkaiser@oneidacity.com

Comptroller's Report – November 2022

Along with our normal responsibilities of purchasing, warrant processing, payroll, benefit maintenance, Human Resources, workers compensation, insurance, retiree and personnel meetings, month end reconciliations, and general account maintenance we are currently working on the following projects:

➤ **2023 Budget**

○ **2023 Budget Time**

Budget, Budget, Budget...I have been recording and updating your changes to the 2023 Mayor's budget. It has been a pleasure working with you all on this.

➤ **Year end**

○ We are preparing for year end and our 2022 annual audit

➤ **COVID-FEMA**

○ I am working with FEMA on reimbursements from expenses incurred in during the COVID pandemic. This includes weekly meetings and providing requested documentation.

➤ **Human Resources**

- Health insurance open enrollment has begun. We have notified employees of their options and are making changes to the January 1st renewal as requested.
- Retiree health insurance bills for 2023 are being processed
- Holiday, Comp, sick time and vacation time payouts have been approved and will be processed according to the contracts.
- Pink sheets are being prepared for all employees for salary changes effective 1/1/23.

➤ **Sales Tax Revenue**

- Sales Tax revenue for 2022 has come in to-date at 16.74% over budget. We are \$768,603 **OVER** budget so far for 2022.
 - So please, continue to - **Buy local whenever possible!**

Stay Safe & Be Well.

2022 SALES TAX

MONTH	RECEIVED	Budget	Actual 2021	Difference	Budget 2022	Actual 2022	VARIANCE	VARIANCE
JANUARY	2/7/2022	\$ 329,095	\$ 315,117.87	\$ (13,977)	\$ 362,004	\$ 392,311.60	\$ 30,307	\$ 30,307
	2/17/2022	\$ 76,344	\$ 68,095.22	\$ (8,248)	\$ 83,978	\$ 87,578.24	\$ 3,600	\$ 33,908
FEBRUARY	3/7/2022	\$ 286,110	\$ 271,819.84	\$ (14,291)	\$ 314,721	\$ 331,922.32	\$ 17,201	\$ 51,109
	3/12/2022	\$ 55,559	\$ 52,297.30	\$ (3,262)	\$ 61,115	\$ 64,695.80	\$ 3,581	\$ 54,689
MARCH	4/6/2022	\$ 194,000	\$ 618,586.10	\$ 424,586	\$ 213,400	\$ 606,614.84	\$ 393,215	\$ 447,905
	4/12/2022	\$ 302,296	\$ 64,840.53	\$ (237,456)	\$ 332,526	\$ 65,418.83	\$ (267,107)	\$ 180,797
1ST QTR		\$ 1,243,404	\$ 1,390,757	\$ 147,353	\$ 1,367,744	\$ 1,548,542	\$ 180,797	\$ 180,797
APRIL	5/6/2022	\$ 333,125	\$ 375,409	\$ 42,284	\$ 366,438	\$ 462,775	\$ 96,337	\$ 277,135
	5/12/2022	\$ 69,122	\$ 83,635	\$ 14,513	\$ 76,034	\$ 123,807	\$ 47,773	\$ 324,908
MAY	6/6/2022	\$ 333,931	\$ 370,046	\$ 36,115	\$ 367,324	\$ 491,543	\$ 124,219	\$ 449,127
	6/13/2022	\$ 61,431	\$ 78,985	\$ 17,553	\$ 67,574	\$ 96,444	\$ 28,870	\$ 477,997
June	6/30/2022	\$ 109,030	\$ 474,058	\$ 365,028	\$ 119,932	\$ 176,849	\$ 56,917	\$ 534,913
	7/1/2022	\$ 204,433	\$ 205,950	\$ 1,517	\$ 224,876	\$ 237,082	\$ 12,205	\$ 547,119
	7/13/2022	\$ 197,171	\$ 132,866	\$ (64,285)	\$ 216,888	\$ 104,182	\$ (112,706)	\$ 434,413
2ND QTR		\$ 1,308,242	\$ 1,720,969	\$ 412,727	\$ 1,439,066	\$ 1,692,682	\$ 253,616	\$ 434,413
JULY	8/5/2022	\$ 338,984	\$ 384,787	\$ 45,802	\$ 372,883	\$ 441,543	\$ 68,660	\$ 503,073
	8/15/2022	\$ 68,213	\$ 84,946	\$ 16,733	\$ 75,035	\$ 92,857	\$ 17,822	\$ 520,895
AUGUST	9/8/2022	\$ 332,517	\$ 368,554	\$ 36,037	\$ 365,769	\$ 430,057	\$ 64,288	\$ 585,183
	9/12/2022	\$ 68,277	\$ 77,523	\$ 9,247	\$ 75,104	\$ 89,744	\$ 14,640	\$ 599,823
SEPTEMBER	10/7/2022	\$ 284,386	\$ 612,953	\$ 328,567	\$ 312,825	\$ 527,965	\$ 215,140	\$ 814,963
	10/12/2022	\$ 198,821	\$ 77,986	\$ (120,835)	\$ 218,703	\$ 100,418	\$ (118,286)	\$ 696,677
3RD QTR		\$ 1,291,199	\$ 1,606,750	\$ 315,551	\$ 1,420,319	\$ 1,682,583	\$ 262,264	\$ 696,677
OCTOBER	11/7/2022	\$ 331,607	\$ 355,163	\$ 23,556	\$ 364,768	\$ 436,694	\$ 71,926	\$ 768,603
		\$ 52,841	\$ 71,322	\$ 18,481	\$ 58,126	\$ (58,126)	\$ (116,252)	\$ 710,478
NOVEMBER		\$ 317,283	\$ 359,035	\$ 41,752	\$ 349,011	\$ (349,011)	\$ (698,022)	\$ 361,466
		\$ 62,732	\$ 74,762	\$ 12,030	\$ 69,005	\$ (69,005)	\$ (138,010)	\$ 292,461
DECEMBER		\$ 76,081	\$ 320,086	\$ 244,005	\$ 83,689	\$ (83,689)	\$ (167,378)	\$ 208,772
		\$ 197,049	\$ 215,605	\$ 18,556	\$ 216,754	\$ (216,754)	\$ (393,508)	\$ (7,982)
		\$ 282,306	\$ 96,258	\$ (186,048)	\$ 310,537	\$ (310,537)	\$ (621,074)	\$ (318,518)
4TH QTR		\$ 1,366,096	\$ 1,492,231	\$ 126,135	\$ 1,451,889	\$ 436,694	\$ (1,015,195)	\$ (318,518)
TOTALS		\$ 5,208,941	\$ 6,210,707	\$ 1,001,766	\$ 5,679,019	\$ 5,360,500	\$ (318,518)	\$ (318,518)
				19.232%				

FIRE DEPARTMENT

DENNIS FIELDS, CHIEF

OCTOBER
2022

MONTHLY REPORT

**CITY OF ONEIDA
FIRE DEPARTMENT**

**DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE**

Dennis Fields
Fire Chief



109 North Main Street
Oneida, New York 13421
TEL: 315-363-1910
FAX: 315-363-3437
dfields@oneidacity.com

***Oneida Fire Dept
Monthly Reports***

October, 2022

September-October 2022



TYPE OF CALLS REPORT AND NUMBER OF CALLS	
FIRE	6
RESCUE	85
NON FIRE	99
TOTAL	190

	YTD
October, 2021	
FIRE	\$1,327.17
RESCUE	518.97
NON-FIRE	2415.32
EMERGENCY RESPONSE TOTALS	\$4,261.46
	\$5,390.74
	7239.69
	27680.22
	\$40,310.65

Overtime Expenditures

Acct	Start Bal	This period	YTD Bal
Regular 102	\$151,000.00	\$14,538.34	\$68,632.96
Train/EMS 107	\$5,500.00	\$2,428.95	\$2,853.55
Fire Mar 108	\$4,500.00	\$379.23	\$1,418.40
Train/Fire 109	\$15,600.00	\$5,586.02	\$4,219.22
Alarm Maint 110	\$0.00		\$0.00
Personal Leave 112	\$3,000.00	\$534.71	\$1,828.16
Short Shift 114	\$0.00		\$0.00

	YTD Call Comparison		DIFF
	2021	2022	
FIRE	30	28	-2
RESCUE	1115	980	-135
NON FIRE	781	933	152
Totals:	1926	1941	15

CITY OF ONEIDA

DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE

Dennis Fields, *Chief*



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

Fire Department Revenue- October, 2022

Alarm Permits:	\$260
Solid Fuel Burning Permits:	\$300
Tent Inspections:	\$0
Fire Inspections:	\$585

CITY OF ONEIDA FIRE DEPARTMENT



DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE

Fire Marshal's Office
Brian B. Burkle Jr., Fire Marshal
Andy Bennett, Assistant Fire Marshal

109 North Main Street
Oneida, New York 13421
TEL: 315-363-1910
FAX: 315-363-3437
bburkle@oneidacity.com
abennett@oneidacity.com

FIRE MARSHAL MONTHLY REPORT OCTOBER 2022

TOTAL HOURS

TOTAL OFFICE HOURS 78

OFFICE BREAKDOWN	TOTAL INSPECTIONS	
BUSINESS INSPECTION	0	
BUSINESS REINSPECTION	9	
BUSINESS C OF C	6	
PUBLIC ASSEMBLY INSPECTION	0	
PUBLIC ASSEMBLY REINSPECTION	0	
PUBLIC ASSEMBLY C OF C	0	
OPERATING PERMITS	0	
SOLID FUEL BURNING DEVICE	5	
ORDER TO VACATE	0	
OCCUPANCY LOAD RATING	0	
VACANT BUILDING INSPECTIONS	0	
KNOX BOX WORK	0	
COMPLAINTS	0	
NO SHOW	3	
TENT INSPECTIONS	0	
MEETINGS / CODES SCHOOL	4.5	HOURS
PLAN REVIEW	0	HOURS
MISCELLEANOUS	0	HOURS

OFFICE BREAKDOWN CONT.	TOTAL HOURS
FIRE INVESTIGATION	7 HOURS
FIRE PREVENTION	10 HOURS
SMOKE DETECTOR INSTALLATION	1.5 HOURS
SMOKE DETECTORS INSTALLED	3
CO DETECTORS INSTALLED	0

FIRE MARSHAL'S ACTIVITIES

- Fire Prevention completed for Oneida Nation School, North Broad Street Elementary School, Seneca Street Elementary School, Willard Prior Elementary School, Durhamville Elementary School, St. Patrick's Elementary School, Boy Scout Troop.
- Fire Investigation completed for fire at 607 Stone Street.
- Fire Prevention Detail completed at Lowe's.
- Participated in Firefighters and Fishing Derby with Oneida Parks and Recreation.
- Completed acceptance testing and final walkthrough for Oneida Health Cancer Center addition.

PARKS & RECREATION

LUKE GRIFF, DIRECTOR

OCTOBER
2022

MONTHLY REPORT

Helen Acker
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

October 2022

- A full financial report is attached
- Total revenue for the month was \$7,147.50
- Recreation Center rentals generated 2,040.00 in revenue, \$1,590 from gym rentals and \$450 from room rentals
- We had 39 rentals at the Recreation Center during the month of October. This is typical for the Recreation Center during the fall months to start to pick up with more rentals.
- Other than Pop Warner we didn't have any park rentals
- As mowing takes a back seat in October the maintenance crew started to close the parks for the winter. Winterizing bathrooms, putting equipment in storage, cleaning up leaves and branches and preparing for the cold become the top priority.
 - Maintain equipment
 - Working on ball fields
 - Mowing
 - Start closing the pool
 - Change Kallet Marquee
 - Trim trees
 - Fall Fest set up
- Continue to train the new Maintenance Worker.
- Continue to work with the Oneida Improvement Committee and other City Departments on the Dog Park. All the bigger tasks are completed, just small items left to finish. This past month we graded the surface to smooth out ruts from construction, installed more stone along the fences and cleared off the parking lot.
- The 2nd Annual Oneida Fall Fest took place on Saturday October 1st. The weather was perfect, and we had a huge crowd show up for the event. The event ran from 12 – 4pm and there were crafters, food trucks, music, crafts, games, bounces houses, pumpkins, pumpkin races and much more for folks to enjoy. Planning is already underway for next years Fall Fest.

- After working with the mayor for a couple months, we were able to get Entertainment Services Inc., out of Rome, NY to take over operations of the Kallet Civic Center. The city will receive a percentage from all rentals that take place at the Kallet, as well percentages from revenue made at the concession stand and ticket sales. Entertainment Services took over operations on October 10.
- We purchased equipment for a 9-hole disc golf course in September. The equipment was delivered in October and with the help from some volunteers who are very knowledgeable about disc golf, we installed the baskets at Allen Park. Allen Park is the perfect setting for a small 9-hole course and has been very popular since we installed the baskets.
- On October 6th we held a Middle School dance at the Kallet. The event was very popular with about 300 kids attending. The event lasted 2 hours, 7 – 9pm. Justin dressed as the Madhatter from Alice in Wonderland, everyone had a great time.
- On October 8th we held the firefighters and fishing derby. We partnered with the OFD and held a fall fishing derby at Mt Hope. The derby was not as well attended as our spring derby, but we still had a nice crowd had the kids had a great time interacting with the firemen.
- On October 29th we held our 28th annual Oneida Recreation Department Halloween Party. This is one of our favorite events of the year. We always have a great crowd and the kids have so much fun. Part of the event this year was the Trunk or Treat that took place in the back parking lot. I think we had 15 cars participate. Inside the gym there were games for kids to play, a haunted house, face painting, costume judging contest and the local girls scouts held a bake sale. The Zonta Club girls and National Honor Society students volunteered to help run the games.
- Registration for some of our winter program started this month, youth basketball being the biggest.
- Started preparing for the Christmas Festival and Tree Lighting.

Respectively submitted,

Lucas Griff

Parks and Recreation Director

Helen Acker
Mayor



Lucas M. Griff
Director

CITY OF ONEIDA
DEPARTMENT OF PARKS AND RECREATION
ONEIDA RECREATION CENTER, 217 CEDAR STREET
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Oneida Recreation Department Coordinator
Programming Report October 2022

- Our 2nd annual Oneida Fall Fest was a huge success. We had bounce houses, corn hole games, pumpkin tic tac toe, food trucks, live music, touch a truck, vendors, non-for-profit vendors, and our famous Pumpkin Race! I have uploaded many pictures on Facebook for people to view. We had well over 1,200 people at the event. It was great to team up with the Oneida PBA and the Oneida Commons. We had weekly meetings all the way up to the event. We had a debriefing meeting after it was over and will resume our meetings again in February to prepare for our next one.
- Our Oneida Cornhole league is going strong with over 42 teams on Monday nights at the Oneida Civic Center. We plan on continuing this league throughout the winter.
- I am preparing for our upcoming leagues. Basketball and Volleyball will be during the weeknights. We are waiting on the installation of our new equipment. Many of the materials are on backorder.
- I held a Mad Hatter Middle School Dance and teamed up with a few teachers from OSMS and the public library. It was a huge success. We had well over 300 kids dancing and just being kids for a night. I dressed up as the Mad Hatter and had glow sticks glow in the dark face paint, photo booths, and z-club volunteers helping out. It was a lot of fun and we plan on doing another themed event in February.
- I had a band called 169 rhythm section come to the Kallet for an oldies night. It was decent but it definitely could have been better. We had around 75 people in attendance.
- Our Annual Halloween Party was wonderful with over 400 kids in attendance. We had 15 vehicles for our Trunk or Treat event as well. We had 20 kids from the high school that volunteered to help in the haunted house, collect tickets, face painting, pumpkin paint and run our games. The costume contest went very smoothly and each winner received a candy bar as a prize.
- Zumba is continuing with 25-30 participants twice a week.
- Pickle Ball is now going 4-5 times a week down at Vet's tennis courts, utilizing the new lines we put in. We are averaging around 15-20 players at a time. We were able to turn the lights on for them at night as well.
- NFL Flag has finished for the season. We had around 45 participants from grades 3-5. We did skills and played games on Sunday mornings. We also had a chance to play against VVS. One game was at Harmon and the next was at Noyes Park in Sherrill. The kids really enjoyed the competition.
- I have been continuing to partner up a lot with different local organizations to help with events that are catering to families and the community. The Oneida Public Library, The Oneida Girl Scouts & Boy Scouts, Bogardus Performing Arts Center and clubs from the school district have been a huge help!

Respectively submitted,

Justin Acker
Recreation Coordinator



Oneida, NY

Monthly Transaction Report

Date Range: 10/1/2022 - 10/31/2022

Totals by Transaction Type and Revenue Code

Transaction Type	Revenue Code	Transaction Amount
Invoice		
	KAL-Rental Marquee - Kallet Rental Marquee	50.00
	KAL-Rental NFP - Kallet Rental Not for Profit	607.50
	REC-Equipment Rental - REC-Equipment Rental	20.00
	REC-Gym Rental - Rec-Gym Rental	60.00
	REC-Gym Tot party - REC-Gym Tot party	1,510.00
	REC-Muny Basketball - REC-Muny Basketball	975.00
	REC-Room Rental - REC-Room Rental	330.00
	REC-Room Teen Party - REC-Room Teen Party	120.00
	REC-Youth Basketball - REC-Youth Basketball	2,175.00
	Transaction Total:	5,847.50
Payment		
	KAL-Rental Marquee - Kallet Rental Marquee	-50.00
	KAL-Rental NFP - Kallet Rental Not for Profit	-607.50
	REC-Gym Rental - Rec-Gym Rental	-1,090.00
	REC-Gym Tot party - REC-Gym Tot party	-1,680.00
	REC-Rental FPP - REC-Rental Field/Park/Pool	-45.00
	REC-Room Rental - REC-Room Rental	-395.00
	REC-Room Teen Party - REC-Room Teen Party	-75.00
	REC-Youth Basketball - REC-Youth Basketball	-1,320.00
	UAC-001 - Unapplied Credits-General	0.00
	Transaction Total:	-5,262.50
	Total for Period:	585.00

PLANNING DEPARTMENT

CHRIS HENRY, DIRECTOR

OCTOBER
2022

MONTHLY REPORT

Oct
2022

Monthly
Report

Department of
Planning and
Development

**Department of Planning and Development
Monthly Report
September 2022**

Planning Commission Zoning Board of Appeals

The regularly scheduled meeting was held on October 11th, 2022. The following actions were taken.

Item #1- Area Variance for 9' to locate a trailer/recreational vehicle in the right (westerly side) side yard at 605 Stone St, Tax Map Number 38.29-1-28, zoned R-2, by Kenneth Hull, file# 2022-025 was approved with an expiration 6 months from the approval.

Item #2- Area Variance for 9' to locate a trailer/recreational vehicle in the left (easterly) side yard at 605 Stone St, Tax Map Number 38.29-1-28, zoned R-2, by Kenneth Hull- file# 2022-026 was approved with an expiration 6 months from the approval.

Item #3- Area Variance for 6' of height to construct an accessory structure at 545 Tilden St, Tax Map Number 38.48-01-23, zoned R-2, by Jaime and Michelle Miller- file # 2022-034 was approved with a modification only allowing an additional 2 feet.

Item #4- Area Variance for 9,508 sq.ft. for minimum lot size and 40 ft for road frontage to locate a one family dwelling at 2384 Lake Road, Tax Map Number 14.-1-15, zoned Ag, by Tara Snyder- file # 2022-032 was approved.

Item #5- Site Plan Review and Conditional Use Permit for the construction of a residential facility that will locate 51 Senior Apartments at Fairview Ave, Tax Map Number 38.-1-8.2, by Two Plus Four Construction, file# 2022-028, where lead agency was declared and notifications were sent to involved agencies.

Item #6- November's Board Meeting – The next Board meeting falls on Election day. Does the board wish to reschedule this meeting? The board rescheduled the meeting to November 7, 2022, at 6:00 p.m.

In-House Grants

The RESTORE monitoring phase of grant administration is continuing.

The DRI slate of projects was selected by the Local Planning Committee. They were submitted to New York State for consideration for funding. The Planning Department is anticipating being notified of the award before the end of the year.

A Zero Emission Vehicle Infrastructure grant was submitted. The total amount requested with two applications was \$450,710, \$225,355 per site. The grant is 0% local match. The project sites are at City Hall along Oneida Street, and the corner of Lenox and Cedar Street. The grants are awarded on a first come first serve basis. Applications were accepted through September 30th. We should find out in the next month or so.

Comprehensive Plan

A Smart Growth Community Planning and Zoning Grant Program grant application was submitted through the Consolidated Funding Application for \$65,000 to update the Comprehensive Plan so it aligns with the projects slated in the DRI and falls within the update schedule for the comprehensive plan. The award date is anticipated to be the Fall of 2022.

Oneida Business Park

Looking at expansion of the business park to accommodate new and expanding businesses.

Community Gardens

The gardens are all cleaned and prepared for the winter. It was a great season, and we look forward to planning for it next year.

Seneca Apartments Project

Phase 2 of the Seneca Apartment Project is before the PCZBA to construct 51 senior apartments on Meadow Ave. The apartments will be for those 55 and over. There will be hospice rooms and some staff available to monitor residents in the event medical intervention is necessary. The idea was to create apartments that have some staff onsite for those discharged from the hospital. There be one or two hospice rooms, but a majority of the rooms will be for independent living. The PCZBA classified the project as an Unlisted action under SEQR, and lead agency was declared. Final action was set for November 7, 2022, so the project sponsors could have the required approvals they need to meet NYSHCR deadlines.

Upper Lenox Solar Project

A 5 MW AV Solar facility is being proposed on Upper Lenox. Access to the site will off South Court Street in Wampsville. A coordinated SEQR Review was initiated by the PCZBA. The project sponsor applied to the PCZBA for the November meeting. The Planning Director provided comments to get additional information on visual, noise, and soils that are classified as prime and statewide importance impacts from the project. Conversations with the Mayor of Wampsville, the village is looking to introduce a solar moratorium, and it may impact final approvals in the City due to the access roads being in Wampsville.

Local Law Updates

The Planning Department submitted to the Common Council two local laws:

- A Local Law Adding Short-Term Rental Provisions To Chapter 190, Zoning, Of The City Of Oneida Code
 - This law will address the current Boarding House Moratorium that is set to expire in November.

- A Local law Amending Chapters 190, titled “Zoning,” and 143, titled “Site Plan Review,” of the City of Oneida Code to include wind energy regulations.
 - This local law will address the Wind Energy moratorium set to expire in November
- **Pending Local Law Updates review and ready for submission:**
 - A Local Law to Establish a Sustainable Energy Loan Program (Open C-Pace) in the City of Oneida.
 - This is an update to the a previously adopted local law.

Ongoing work

Daily tasks include regular administration of programs, preparation for Planning Commission Zoning Board of Appeals meetings (agendas, minutes, legal notices, review of applications, preparation of meeting packets, etc.), monthly reports, follow-up on various projects, code interpretation, code research, voucher submissions, assistance to residents and business owners for various applications, Land Committee issues, flood zone questions, consultations on potential projects, questions from the public and other agencies, dissemination of information as requested.

Social Media

The Planning and Development Office now has a Facebook page and Instagram account. Please like and share the content. Typical postings include city events, planning events, planning industry articles, requests for community engagement posting, and legal notices. The intent is to add another avenue to engage with residents. Followers are up to 442 from 439. The most engaging social media post was through Facebook about our Upstate Institute Intern Max who is currently working on a parking inventory. We hope to get it to 1,000 by the end of the year. We are sharing the Agenda for PCZBA meetings as well as putting application due dates on the event calendar. Please share and like our content and page. We are posting our PCZBA on Facebook in addition to the City Website when the full version is released.

Upstate Institute Fellowship Intern

The final report for the parking study has been completed and is available for review upon request.

Website Updates

The website has been updated. Planning provided all applications, forms, checklists, and resources for residents to move through the PCZBA procedures. We are very excited about the FAQ and how it can help clarify concepts for city residents. There is a new interactive zoning map that can provide property information related to zoning, the ward, and parcel number, and so much more!

Zoning Map Update

The zoning maps have been updated. This will be a continuous process to help give the community the best available information. Periodically inaccurate zoning data appears in real property data. Planning and the Assessor are working together to make corrections as they arise to ensure all residents have the best information available.

POLICE DEPARTMENT

JOHN LITTLE, CHIEF

SEPT-OCT
2022

MONTHLY REPORT



CITY OF ONEIDA
DEPARTMENT OF PUBLIC SAFETY
BUREAU OF POLICE



John Little

Chief of Police

108 Main Street
Oneida, New York 13421
Phone (315) 363-9111

Monthly Report for September and October 2022

My apologies in missing September's monthly report, I was out with Covid during the submission time. This report is for two months.

Overtime: The Department had \$8,556.08 in total overtime cost for the month of September, and \$7,849.48 for October. Overtime is trending down, however the Holidays are coming up and we are anticipating staffing shortages with the upcoming trooper academy. I'm continuing with the new layout in the breakdown.

Activity: I've attached stat sheets from both months. I would like to point out some highlights. As of the end of October we have exceeded the amount of arrests that were made in all of last year. With still two months to go, and if our numbers continue to trend, we will be close to 20% more than last year. Last year in total this department wrote 1265 traffic tickets. Currently we are at 1691 tickets, a drastic increase. We had a spike in MH calls last month, but transports remained low, diversion was successful.

Police Reform: The Department had the Fall Fest, our biggest event of the year, on October 1st. It was very well attended by the public and we have received a great deal of positive feedback. We are looking forward to next year. As I stated at a recent council meeting, it wouldn't be possible without the Rec Department, City Clerk's office, FD, Comptroller's office, DPW and many other City and citizen volunteers. We also hosted an area wide Procedural Justice Training which focuses on Criminal Justice interactions with the public and how those interactions shape the public's view.

Miscellaneous: I predicted that our vehicles would start to trickle in and they are in fact slowly arriving. We now have two Tahoe patrol vehicles in service and one of the unmarked Traverse's that were ordered. We're in the process of working with Enterprise to sell the vehicles they're replacing. We have sent officers to several trainings in September and October such as evidence tech and hosting an area wide Street Cop: Mastering Narcotics training. I would also like to recognize that Officer Mack saved an individual's life through quick tourniquet use last month. He is to be commended.

Lastly I have excellent news, through the efforts of Assistant Chief Lowell we have been awarded two \$50,000 grants for next year for a total of \$100,000. These are for Cyber Security and Critical Infrastructure site security enhancements. We hope that will help offset some costs for the overall server project for the City.

If there are any questions on this format or the attached informational sheets please contact me by email and I will endeavor to answer any concerns. Thank you.

2022 Stats by Month

2022	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
CALLS FOR SERVICE	593	566	604	576	714	735	691	754	693				5926
CRIMINAL OFFENSES	218	198	232	245	304	299	287	272	250				2305
ARRESTS	81	93	100	102	111	138	117	104	99				945
PARKING TICKETS	35	28	51	6	7	8	11	11	7				164
TRAFFIC TICKETS	92	82	160	189	232	212	199	168	182				1516

2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
CALLS FOR SERVICE	534	463	646	625	777	769	833	723	705	750	587	603	8015
CRIMINAL OFFENSES	165	182	207	194	249	223	290	239	284	304	173	203	2713
ARRESTS	58	66	83	78	101	69	141	88	95	108	69	79	1035
PARKING TICKETS	24	13	16	1	5	15	3	8	5	11	95	33	229
TRAFFIC TICKETS	89	122	118	110	99	94	116	105	149	102	81	80	1265

September Breakdown 2022

	Sep 2021	Sep 2022	Sep Change	YTD 2021	YTD 2022	YTD Change
Calls for Service	705	693	-12	6075	5926	-149
Criminal Offenses	284	250	-34	2033	2305	272
Arrests	95	99	4	779	945	166
Parking Tickets	5	7	2	90	164	74
Traffic Tickets	149	182	33	1002	1516	514
Felony Charges	9	27	18	125	173	48
Misdemeanor Charges	74	97	23	637	847	210
Violation Charges	10	5	-5	100	105	5
CPL Warrants/Bench	8	14	6	62	121	59

DIR's	
January	47
February	42
March	46
April	45
May	76
June	66
July	69
August	73
September	67
October	
November	
December	
Total	531

2022 Mental Health Calls

MONTH	NO TRANSPORT / Assist	9.45/9.41 Transport / Attempted Suicide	Overdose	TOTAL CALLS PER MONTH
JAN	10	17		27
FEB	10	6		16
MAR	10	9		19
APR	6	10		16
MAY	12	11	1	24
JUN	12	10		22
JUL	10	15		25
AUG	12	15		27
SEP	5	11	1	17
OCT				0
NOV				0
DEC				0
TOTALS	87	104	2	193

2022 Stats by Month

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
2022													
CALLS FOR SERVICE	593	566	604	576	714	735	691	754	693	671			6597
CRIMINAL OFFENSES	218	198	232	245	304	299	287	272	250	273			2578
ARRESTS	81	93	100	102	111	138	117	104	99	98			1043
PARKING TICKETS	35	28	51	6	7	8	11	11	7	5			169
TRAFFIC TICKETS	92	82	160	189	232	212	199	168	182	175			1691

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
2021													
CALLS FOR SERVICE	534	463	646	625	777	769	833	723	705	750	587	603	8015
CRIMINAL OFFENSES	165	182	207	194	249	223	290	239	284	304	173	203	2713
ARRESTS	58	66	83	78	101	69	141	88	95	108	69	79	1035
PARKING TICKETS	24	13	16	1	5	15	3	8	5	11	95	33	229
TRAFFIC TICKETS	89	122	118	110	99	94	116	105	149	102	81	80	1265

October Breakdown 2022

	Oct 2021	Oct 2022	Oct Change	YTD 2021	YTD 2022	YTD Change
Calls for Service	750	671	-79	6825	6597	-228
Criminal Offenses	304	273	-31	2337	2578	241
Arrests	108	98	-10	887	1043	156
Parking Tickets	11	5	-6	101	169	68
Traffic Tickets	102	175	73	1104	1691	587
Felony Charges	10	21	11	135	194	59
Misdemeanor Charges	110	89	-21	747	936	189
Violation Charges	24	9	-15	124	114	-10
CPL Warrants/Bench	6	18	12	68	139	71

DIR's	
January	47
February	42
March	46
April	45
May	76
June	66
July	69
August	73
September	67
October	53
November	
December	
Total	584

2022 Mental Health Calls

MONTH	NO TRANSPORT / Assist	9.45/9.41 Transport / Attempted Suicide	Overdose	TOTAL CALLS PER MONTH
JAN	10	17		27
FEB	10	6		16
MAR	10	9		19
APR	6	10		16
MAY	12	11	1	24
JUN	12	10		22
JUL	10	15		25
AUG	12	15		27
SEP	5	11	1	17
OCT	29	12		41
NOV				0
DEC				0
TOTALS	116	116	2	234

2022 Overtime Report

Month	Total OT Hours	Comp Hrs Worked	Paid Hrs Worked	OT Pay	Comp Earned	Comp used	Reimbursements	Cost After Reimbursements
JAN	292	63.75	228.25	\$11,478.06	95.625	91	\$6,933.82	\$4,544.24
FEB	266.5	74	192.5	\$8,752.83	111	86.5	\$949.71	\$7,803.12
MAR	341.25	133.25	208	\$9,363.17	199.875	114.8	\$930.83	\$8,432.34
APR	150.5	60.75	89.75	\$3,456.18	91.125	97.75	\$522.03	\$2,934.15
MAY	245.75	128.5	117.25	\$4,670.02	192.75	142.5	\$1,136.78	\$3,533.24
JUN	291.25	114.75	176.5	\$8,139.13	172.125	73	\$289.23	\$7,849.90
JUL	500.5	187.25	313.25	\$14,236.34	280.875	160.3	\$1,642.66	\$12,593.68
AUG	353.25	118.75	234.5	\$10,879.62	178.125	98	\$1,219.17	\$9,660.45
SEP	319.5	135	184.5	\$8,556.08	202.5	162.8	\$1,054.68	\$7,501.40
OCT	317	136	181	\$7,849.48	204	128.5	\$3,719.06	\$4,130.42
NOV								\$0.00
DEC	3077.5			\$87,380.91				\$0.00

(12/19 - 1/15) 2 Periods
 (01/16 - 02/12) 2 Periods
 (02/13 - 03/26) 3 Periods
 (03/27 - 04/23) 2 Periods
 (04/24 - 05/21) 2 Periods
 (05/22 - 06/18) 2 Periods
 (06/19 - 07/30) 3 Periods
 (07/31 - 08/27) 2 Periods
 (08/28 - 09/24) 2 Periods
 (09/25 - 10/22) 2 Periods
 (10/23 - 11/19) 2 Periods
 (11/20 - 12/31) 3 Periods

Oct	Pay	Paid Hrs	Comp Worked	Total Worked
ADM	\$1,171.19	40	17.75	57.75
CPI	\$722.93	14.25	19.75	34
CRT	\$135.32	3	3	6
CBT	\$387.25	8	7.25	15.25
CSC	\$196.07	4.25	8.25	12.5
CSK	\$495.35	8.75	12.25	21
CVC	\$184.50	4	2	6
SCH	\$332.16	5.25	12	17.25
OCI	\$463.10	6.5	2.25	8.75
SE	\$3,519.48	63.5	50.5	114
SI	\$1,413.36	23.5	1	24.5
DA				0
	\$9,020.70	181	136	317

Abbreviations

- Admin (Clerks only)
- Complete Investigation
- Court
- Cover Back Time (Comp)
- Cover School
- Cover Sick
- Cover Vacation
- School
- On Call Investigation
- Special Events
- Special Investigations
- On the Job Injury

Note: Overtime by month is for pay periods in month. Some months may include 2 pay periods and some may include 3.