



**CITY OF ONEIDA**  
**MEETING OF THE COMMON COUNCIL**  
109 N. MAIN ST., ONEIDA, NY 13421

**AGENDA**

<b>Date:</b>	April 2, 2024	<b>Presiding:</b>	Rick Rossi, Mayor
<b>Time:</b>	6:30 p.m.	<b>Clerk:</b>	Sandy LaPera, City Clerk
<b>Location:</b>	Common Council Chambers	<b>Meeting Type:</b>	Regular <input checked="" type="checkbox"/> Special <input type="checkbox"/>

Call to Order/Pledge of Allegiance/Roll Call

**PUBLIC HEARING:** Proposed Local Law to amend Section 12.1 of the Oneida City Charter to change the qualifications of the City Manager position.

**OLD BUSINESS:**

**REPORTS:**

- **MAYOR'S REPORT**
- **SUPERVISOR'S REPORT**
- **CITY MANAGER'S REPORT**

Approval of the Minutes: March 19, 2024

Approval of Warrant: 7

Item	Title	Facilitator
1.	<b>"MAYOR'S VETO OF RESOLUTION 24-64:</b> receive and present Mayor Rick Rossi's Veto of Resolution 24-64 of March 19, 2024, introducing a Local Law amending Section 12.1 of the Oneida City Charter to change the qualifications of the City Manager, and revoking Resolution 24-64 and further rescinding the introduction of a Local Law of 2024, titled "A Local Law Amending Section 12.1 of the Oneida City Charter to change the qualifications of the City Manager Position"	MAYOR
2.	<b>CELLULAR TELEPHONE POLICY:</b> receive and place on file the revised City of Oneida Cellular Telephone Policy and approve the personal phone use allowance of \$40 per month for the balance of 2024.	SELBY
3.	<b>STANDARD WORKDAY:</b> adopt a resolution establishing the standard workday for elected officials for the purpose of determining days worked to be reported to the New York State and Local Employees' Retirement System based on the Record of Activities maintained and submitted by the City Clerk <b>(Councilor Szczerba abstain)</b>	LAPERA
4.	<b>LIQUOR LICENSE:</b> receive and place on file the Standardized Notice Form for Providing 30-Day Advance Notice to a Local Municipality or Community Board	LAPERA

Item	Title	Facilitator
	for a new application for an On-Premises Alcoholic Beverage License for Cinco De Mayo II Mexican restaurant LLC, 127 Genesee St., Oneida	
5.	<b>RETIREE REIMBURSEMENT:</b> authorize the reimbursement of the cost of Medicare Part B coverage for all eligible retired City employees and any eligible dependents who retired prior to July 1, 2015, regardless of union affiliation or non-affiliation, and regardless of whether said retiree is enrolled in the City's Medicare Advantage & Prescription Program for the year 2024	CITY MANAGER
6.	<b>SCHEDULE PUBLIC HEARING:</b> Receive and place on file the Report of Unsafe Structures from the City's Fire Marshal and schedule a Public Hearing pursuant to Oneida City Code Chapter 34, Article III, Unsafe Buildings and Collapsed Structures, on property located at 238 Allen Park Place for Tuesday, May 7, 2024, in the Common Council Chambers at 109 N. Main Street, Oneida	JONES
7.	<b>ADVERTISE FOR BIDS:</b> authorize the Purchasing Agent to advertise for bids for Maple Drive Sanitary Sewer Repair	ROWE
8.	<b>CAPITAL PROJECT 24-1-ANNUAL STREET RESURFACING:</b> authorize the City Engineer to proceed with Capital Project 24-1; authorize the use of Unit Prices established for 2024 by Madison County; authorize the Purchasing Agent to advertise for bids for any portions of the project not covered under the County's Unit Pricing; authorize the City Engineer to expend funds up to the programmed amount dispersed by NYSDOT; and authorize the City Manager to sign any and all documents related to Capital Project 24-1	ROWE
9.	<b>BUDGET TRANSFERS/AMENDMENTS:</b> approve the Budget Transfers and Amendments as outlined by the Comptroller	WELLS
10.	<b>SALARY CHANGE:</b> authorize to change the rate of pay from \$32/hour to \$33.05/hour, retroactive to the start date of the creation of the position for Assistant Maintenance Supervisor	MONAGHAN
11.	<b>ADOPT LOCAL LAW:</b> adopt a Local Law amending Section 12.1 of the Oneida City Charter to change the qualifications of the City Manager position (Roll Call Vote)	COUNCIL
12.	<b>REVOKE CITY MANAGER'S DESIGNATION OF ACTING CITY MANAGER AND ANY OTHER PRIOR DESIGNATIONS OF ACTING CITY MANAGER-DESIGNATE NEW ACTING CITY MANAGER-TERMINATE THE APPOINTMENT OF DOUGLAS SELBY FROM THE INTERIM POSITION OF CITY MANAGER:</b> approve the termination of Douglas Selby, from the interim position of City Manager, effective April 3, 2024; approve to revoke the City Manager's designation of City Comptroller, Lee Ann Wells, as Acting City Manager in his absence; and approve the designation of Director of Code Enforcement, Robert Burnett, to the position of Acting City Manager, effective immediately	COUNCIL

**NEW BUSINESS:**

**PUBLIC COMMENT:**

**MINUTES OF THE COMMON COUNCIL  
REGULAR MEETING  
APRIL 2, 2024**

A meeting of the Common Council of the City of Oneida, NY was held on the second day of April 2024 at 6:30 pm at the City of Oneida Common Council Chambers, 109 N. Main Street, Oneida NY 13421.

The meeting was called to order by Mayor Rick Rossi.

<u>Attendees</u>	<b>Present</b>	<b>Absent</b>	<b>Arrived Late</b>
Mayor Rossi	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
City Manager Selby	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
Councilor Szczerba	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
Councilor Laureti	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
Councilor Hitchings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
Councilor Winchell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
Councilor Pagano	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
Councilor Simchik	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____

**Also Present**

City Attorney Nadine Bell	<input type="checkbox"/>	Fire Chief Scott Jones	<input type="checkbox"/>
City Clerk Sandy LaPera	<input type="checkbox"/>	Police Chief Steve Lowell	<input type="checkbox"/>
City Engineer Jeff Rowe	<input type="checkbox"/>	Public Safety Com. Dave Jones	<input type="checkbox"/>
Codes Director Bob Burnett	<input type="checkbox"/>	Other _____	<input type="checkbox"/>
Comptroller Lee Ann Wells	<input type="checkbox"/>	Other _____	<input type="checkbox"/>

Call to Order/Pledge of Allegiance/Roll Call

**PUBLIC HEARING:** A Public Hearing on a proposed Local Law to amend Section 12.1 of the Oneida City Charter to change the qualifications of the City Manager position.

**OPEN PUBLIC HEARING**

**PROPOSED LOCAL LAW TO AMEND SECTION 12.1 OF THE ONEIDA CITY CHARTER TO CHANGE  
THE QUALIFICATIONS OF THE CITY MANAGER POSITION**

**RESOLUTION 24-**

Moved by Councilor  
Seconded by Councilor

**RESOLVED**, that the Public Hearing on a proposed Local Law to amend Section 12.1 of the Oneida City Charter to change the qualifications of the City Manager position by hereby opened at \_\_\_\_p.m.

Ayes:

Nays:

**MOTION CARRIED**

**APPEARANCES**

**CLOSE PUBLIC HEARING**

**PROPOSED LOCAL LAW TO AMEND SECTION 12.1 OF THE ONEIDA CITY CHARTER TO CHANGE  
THE QUALIFICATIONS OF THE CITY MANAGER POSITION**

**RESOLUTION 24-**

Moved by Councilor  
Seconded by Councilor

**RESOLVED**, that the Public Hearing on a proposed Local Law to amend Section 12.1 of the Oneida City Charter to change the qualifications of the City Manager position by hereby closed at \_\_\_\_p.m.

Ayes:

Nays:

**MOTION CARRIED**

**OLD BUSINESS:**

**REPORTS:**

- **MAYOR'S REPORT**
- **SUPERVISOR'S REPORT**
- **CITY MANAGER'S REPORT**

**APPROVAL OF MINUTES**

Moved by Councilor  
Seconded by Councilor

**RESOLVED**, that the minutes of the regular meeting of March 19, 2024, are hereby approved as presented.

Ayes:

Nays:

**MOTION CARRIED**

**APPROVAL OF WARRANT**

Moved by Councilor  
Seconded by Councilor

**RESOLVED**, that Warrant No. 7, checks and ACH payments in the amount of \$164,475.31 as audited by the Voucher Committee are hereby approved for payment in the usual manner at the discretion of the Comptroller.

Ayes:

Nays:

**MOTION CARRIED**

<b>WARRANT</b>	<b>7</b>
DATE:	April 2, 2024

FUND		PAYMENT NUMBER (S)	AMOUNT
Capital		4844-4845	\$ 49,938.33
DRI Fund	031		
Liberty Operating Fund	025		
ARPA Fund	030		
Current Funds		73994-74087	\$ 111,226.57
ACH			\$ 3,310.41

<b>WARRANT #1 TOTAL</b>	<b>\$ 164,475.31</b>
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Oneida, NY

# Expense Approval Report By Fund

Payment Dates 3/20/2024 - 4/2/2024

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 001 - GENERAL FUND</b>					
SIRCHIE ACQUISITION COMP...	74073	04/02/2024	NARK20033 Fentanyl Testing K...	001.3120.0300.0000	140.75
SIRCHIE ACQUISITION COMP...	74073	04/02/2024	NARK2006 Acid Neutralization	001.3120.0300.0000	7.63
SIRCHIE ACQUISITION COMP...	74073	04/02/2024	NARK20030 Mushroom Testin...	001.3120.0300.0000	28.15
SIRCHIE ACQUISITION COMP...	74073	04/02/2024	NARK20032 Mollies Testing Ki...	001.3120.0300.0000	87.20
HOWLAND PUMP AND SUPPLY..	74031	04/02/2024	NIPPLES	001.3410.0409.0000	15.11
HOWLAND PUMP AND SUPPLY..	74031	04/02/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0409.0000	5.58
MADISON COUNTY TREASURER	74046	04/02/2024	CLEAN UP OF HOMELESS ENC...	001.5110.0300.0000	110.88
Hypres Equipment	74032	04/02/2024	Oxygen micro switch	001.3410.0400.0000	109.80
MARCY HYDRAULICS	74047	04/02/2024	HYDROLIC PARTS	001.5132.0300.0000	81.15
UTICA UNIVERSITY	74079	04/02/2024	Job Fair Table	001.3120.0413.0000	75.00
LINSTAR, INC.	DFT0004616	04/02/2024	EMPLOYEE ID BARNER	001.1989.0400.0000	12.80
R M DALRYMPLE COM INC	74065	12/29/2023	DIESEL TANK REPAIR	001.5132.0304.0000	1,080.88
SILVER CITY TIRE INC	74072	04/02/2024	TIRES	001.5132.0303.0000	1,038.00
ARIEL BERO	73997	04/02/2024	1ST QUARTER	001.7522.0400.0000	125.00
NATHAN WILSON	74056	04/02/2024	MEALS	001.5110.0413.0000	20.00
AT & T MOBILITY	73998	04/02/2024	LONG DISTANCE	001.1680.0403.0000	13.56
Dr. Robert J Kohlbrenner	74021	04/02/2024	PSYCHOLOGICAL TESTING ON ...	001.1430.0403.0000	900.00
ERNEST LEROY	74024	04/02/2024	MEALS	001.5110.0413.0000	110.00
BRIAN VINCENT	74004	04/02/2024	MUNY BASKETBALL	001.7140.0403.2020	90.00
JERRY BUTLER	74039	04/02/2024	MUNY BASKETBALL	001.7140.0403.2020	90.00
MICHAEL HOKE	74051	04/02/2024	MUNY BASKETBALL	001.7140.0403.2020	90.00
MICHAEL VANKIEWICZ	74052	04/02/2024	MUNY BASKETBALL	001.7140.0403.2020	90.00
CHRISTOPHER R. COUSIN	74010	04/02/2024	MEALS	001.5142.0416.0000	60.00
BRAYDON DI SALVO	74003	04/02/2024	CO-ED VOLLEYBALL	001.7140.0403.2021	75.00
NYS DEPT OF ENVIRONMENTA...	74060	04/02/2024	PERMIT APPLICATION	001.4068.0400.0000	100.00
DAVIS MECHANICAL SERV INC	74017	04/02/2024	BEARING ASSEMBLY REPLAC...	001.7140.0409.0000	1,203.38
DAVIS MECHANICAL SERV INC	74017	04/02/2024	BEARING ASSEMBLY REPLAC...	001.7140.0409.0000	267.50
BLUE 360 MEDIA LLC	74000	04/02/2024	NY Law Enforcement Handbo...	001.3120.0300.0000	354.00
BLUE 360 MEDIA LLC	74000	04/02/2024	Shipping	001.3120.0300.0000	130.10
JEROME FIRE EQUIPMENT CO, ..	74038	04/02/2024	tools: probar; streamlight vulc...	001.3410.0407.0000	852.76
HIWAYTRAC LLC	74030	04/02/2024	GPS TRACKERS	001.5110.0403.0000	352.00
MYERS AND COMPANY, LLC	74054	04/02/2024	ANNUAL MAINT ON FIRE EXT-...	001.7140.0403.0000	115.00
NADINE BELL, ESQ	74055	04/02/2024	LEGAL SERVICES	001.1420.0400.0000	4,866.67
NADINE BELL, ESQ	74055	04/02/2024	LEGAL SERVICES	001.1420.0403.0000	1,300.00
NADINE BELL, ESQ	74055	04/02/2024	LEGAL SERVICES	001.1420.0410.0000	2,458.50
NADINE BELL, ESQ	74055	04/02/2024	LEGAL SERVICES	001.1420.0419.0000	162.00
NADINE BELL, ESQ	74055	04/02/2024	LEGAL SERVICES	001.1420.0411.0000	1,641.75
GALLS INCORPORATED	74029	04/02/2024	Shipping	001.3120.0300.0000	1.38
GALLS INCORPORATED	74029	04/02/2024	27368415 26480777 CREDIT ...	001.3120.0300.0000	47.22
GALLS INCORPORATED	74029	04/02/2024	Safety Vests	001.3120.0300.0000	71.40
GALLS INCORPORATED	74029	04/02/2024	Shipping	001.3120.0300.0000	1.49
GALLS INCORPORATED	74029	04/02/2024	Lockout Kit	001.3120.0300.0000	76.50
LEWIS UNIFORM CO., LLC	74043	04/02/2024	B804-G City Manager Badge	001.1660.0300.0000	115.46
LEWIS UNIFORM CO., LLC	74043	04/02/2024	New Hire Initial Issue Uniform	001.3120.0317.0000	1,876.56
CARGILL SALT	74008	04/02/2024	ROAD SALT	001.5142.0315.0000	12,146.26
JAMES HUYCK	74036	04/02/2024	MUNY BASKETBALL	001.7140.0403.2020	90.00
RICHARD SENTS	74066	04/02/2024	MUNY BASKETBALL	001.7140.0403.2020	90.00
FRANK ASTOR	74027	04/02/2024	MUNY BASKETBALL	001.7140.0403.2020	90.00
MARK GRIFFITH	74048	04/02/2024	MUNY BASKETBALL	001.7140.0403.2020	90.00
LOWE'S HOME IMPROVEMEN...	74044	04/02/2024	BUILDING SUPPLIES	001.1620.0300.0000	13.00
LOWE'S HOME IMPROVEMEN...	74044	04/02/2024	BUILDING SUPPLIES	001.1620.0300.0000	52.77
MATTHEW RASH	74049	04/02/2024	CO-ED VOLLEYBALL	001.7140.0403.2021	75.00
BARBARA HENDERSON	73999	04/02/2024	MILEAGE	001.8020.0400.0000	41.54



## Expense Approval Report

Payment Dates: 3/20/2024 - 4/2/2024

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
CORELOGIC TAX SERVICES, LLC	74016	04/02/2024	REFUND ON PAYMENT OF TA...	001.0023.2770.0000	414.68
LOWE'S HOME IMPROVEMEN...	74044	04/02/2024	BUILDING SUPPLIES	001.1620.0300.0000	11.67
AMAZON WEB SERVICES, LLC.	DFT0004612	04/02/2024	iDPRT Label Printer	001.8664.0401.0000	114.99
VERIZON	74080	04/02/2024	MARCH 16 - APRIL 15	001.1680.0403.0000	225.01
CORELOGIC TAX SERVICES, LLC	74016	04/02/2024	REFUND ON TAXES 38.55-1-8 ...	001.0023.2770.0000	292.42
JEFFREY GILBERT	74037	04/02/2024	MUNY BASKETBALL	001.7140.0403.2020	90.00
FRANK FARNACH, JR	74028	04/02/2024	MUNY BASKETBALL	001.7140.0403.2020	90.00
JON SNYDER	74041	04/02/2024	MUNY BASKETBALL	001.7140.0403.2020	90.00
TOM WRIGHT	74077	04/02/2024	MUNY BASKETBALL	001.7140.0403.2020	90.00
MATTHEW RASH	74049	04/02/2024	MUNY BASKETBALL	001.7140.0403.2020	60.00
AMAZON WEB SERVICES, LLC.	DFT0004612	04/02/2024	award pins	001.3410.0417.0000	107.73
AMAZON WEB SERVICES, LLC.	DFT0004612	04/02/2024	FIBERBOARD BOXES	001.1660.0300.0000	46.89
LOWE'S HOME IMPROVEMEN...	74044	04/02/2024	CLEANING SUPPLIES	001.3410.0405.0000	38.81
SCOTT CARROLL	74068	04/02/2024	MUNY BASKETBALL/CO-ED VO...	001.7140.0403.2020	120.00
TODD WORDEN	74076	04/02/2024	CO-ED VOLLEYBALL	001.7140.0403.2021	150.00
SCOTT CARROLL	74068	04/02/2024	MUNY BASKETBALL/CO-ED VO...	001.7140.0403.2021	250.00
AMAZON WEB SERVICES, LLC.	DFT0004612	04/02/2024	REPLACEMENT ELBOW SHARK	001.7140.0300.0000	22.99
AMAZON WEB SERVICES, LLC.	DFT0004612	04/02/2024	VACUUM CLEANER BAGS	001.1620.0300.0000	16.99
SCOTT A MELESKI	74067	04/02/2024	MEALS	001.4068.0416.0000	120.00
THOMAS MARSHALL	74075	04/02/2024	MEALS	001.4068.0416.0000	100.00
WILLIAM CLARK	74085	04/02/2024	MEALS	001.5110.0413.0000	90.00
DENNIS LAURIN	74019	04/02/2024	MEALS	001.5110.0413.0000	90.00
BRANDON CARINCI	74002	04/02/2024	MEALS	001.4068.0416.0000	100.00
WILLIAM SCULLY	74086	04/02/2024	MEALS	001.4068.0416.0000	30.00
BRANDON CARINCI	74002	04/02/2024	MEALS	001.5110.0413.0000	70.00
PAUL WARD	74064	04/02/2024	MEALS	001.5110.0413.0000	120.00
SCOTT HOFFMEISTER	74069	04/02/2024	MEALS	001.5142.0416.0000	50.00
CODY STAPLE	74013	04/02/2024	MEALS	001.5142.0416.0000	80.00
SHAWN PALMER	74071	04/02/2024	MEALS	001.5142.0416.0000	160.00
ANTHONY DIANA	73996	04/02/2024	MEALS	001.5142.0416.0000	170.00
DUSTIN SMITH	74023	04/02/2024	MEALS	001.5142.0416.0000	180.00
CHRISTOPHER GROW	74009	04/02/2024	MEALS	001.5142.0416.0000	200.00
WILLIAM STOREY	74087	04/02/2024	MEALS	001.5142.0416.0000	130.00
NATIONAL GRID	74057	04/02/2024	ELECTRIC	001.1620.0401.0000	53.67
AT & T MOBILITY	73998	04/02/2024	WIRELESS	001.1680.0403.0000	882.74
LOWE'S HOME IMPROVEMEN...	74044	04/02/2024	BATTERIES	001.3410.0405.0000	45.07
STINZIANO LAW PLLC	74074	04/02/2024	REFUND ON TAXES 30.63-1-53	001.0023.2770.0000	1,603.96
MATTHEW RASH	74049	04/02/2024	MUNY BASKETBALL	001.7140.0403.2020	180.00
CANON FIANCIAL SERVICES	DFT0004613	04/02/2024	MARCH 10 - APRIL 9	001.1620.0406.0000	370.00
MITCHELL DRYER JR	74053	04/02/2024	APRIL 2024	001.3410.0401.0000	3,123.42
MITCHELL DRYER JR	74053	04/02/2024	APRIL 2024	001.9060.0805.0000	-150.80
CINTAS CORP	74011	04/02/2024	uniforms	001.5132.0403.0000	261.47
DON HULL & SONS SALES INC.	74020	04/02/2024	PULL ROPE FOR CHAIN SAW	001.3410.0409.0000	7.50
COOPER ELECTRIC	74014	04/02/2024	FUSES	001.3310.0200.0000	30.52
COOPER ELECTRIC	74014	04/02/2024	FUSES	001.3310.0200.0000	31.80
COOPER ELECTRIC	74014	04/02/2024	Fuse Kits	001.3310.0300.0000	294.04
MGM PARTS DISTRIBUTORS, I...	74050	04/02/2024	Running Central Garage PO	001.1640.0403.0001	31.98
MGM PARTS DISTRIBUTORS, I...	74050	04/02/2024	PARTS FOR CITY VEHICLES	001.5132.0300.0000	166.47
MGM PARTS DISTRIBUTORS, I...	74050	04/02/2024	PARTS FOR CITY VEHICLES	001.5132.0300.0000	143.94
MGM PARTS DISTRIBUTORS, I...	74050	04/02/2024	PARTS FOR CITY VEHICLES	001.5132.0300.0000	20.77
MGM PARTS DISTRIBUTORS, I...	74050	04/02/2024	PARTS FOR CITY VEHICLES	001.5132.0300.0000	66.14
MGM PARTS DISTRIBUTORS, I...	74050	04/02/2024	brakes for Chief's vehicle	001.3410.0409.0000	289.98
A & P MASTER IMAGES, LLC	73994	04/02/2024	Baseball Hat for Patrol	001.3120.0317.0000	35.00
A & P MASTER IMAGES, LLC	73994	04/02/2024	Brushed Twill Cap with Subdu...	001.3120.0317.0000	35.00
A & P MASTER IMAGES, LLC	73994	04/02/2024	Navy Baseball Cap	001.3120.0317.0000	30.00
BUELL FUEL LLC	74007	04/02/2024	GASOLINE	001.1640.0401.0000	5,787.45
BOUND TREE MEDICAL, LLC.	74001	04/02/2024	medical supplies	001.3410.0300.0000	201.49
BOUND TREE MEDICAL, LLC.	74001	04/02/2024	MEDICAL SUPPLIES	001.3410.0300.0000	6.99
INTERSTATE BATTERY SYSTEM ..	74034	04/02/2024	battery replacement for 291	001.3410.0409.0000	547.80
BSN SPORTS, INC	74006	04/02/2024	T-BALL EQUIPMENT BATTING ...	001.7140.0300.0000	422.13

Expense Approval Report

Payment Dates: 3/20/2024 - 4/2/2024

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
ONEIDA OFFICE SUPPLY	74061	04/02/2024	Office Supplies	001.3120.0300.0000	20.26
ONEIDA OFFICE SUPPLY	74061	04/02/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0300.0000	11.98
ONEIDA OFFICE SUPPLY	74061	04/02/2024	LEGAL SIZE FILE FOLDERS	001.1660.0300.0000	6.99
KIME HARDWARE	74042	04/02/2024	SUPPLIES	001.5110.0300.0000	4.32
WHITE FARM SUPPLY INC	74084	04/02/2024	PARTS FOR MOWERS AND BL...	001.1620.0300.0000	117.78
VOSS SIGNS	74082	04/02/2024	100 Custom Shooting Range S...	001.3120.0413.0000	50.00
NYE AUTOMOTIVE GROUP INC.	74059	04/02/2024	Running Central Garage PO	001.1640.0403.0001	264.61
DAVIS-ULMER SPRINKLER CO., ..	74018	04/02/2024	SPRINKLER INSPECTIONS	001.1620.0403.0001	363.00
DAVIS-ULMER SPRINKLER CO., ..	74018	04/02/2024	SPRINKLER INSPECTION	001.1620.0403.0002	350.00
BLUE 360 MEDIA LLC	74000	04/02/2024	NY Law Enforcement Handbo...	001.3120.0300.0000	885.00
WHITE FARM SUPPLY INC	74084	04/02/2024	FERRIS MOWER NEW MOTOR	001.1620.0300.0000	260.02
WHITE FARM SUPPLY INC	74084	04/02/2024	FERRIS MOWER NEW MOTOR	001.5110.0101.0000	1,217.30
<b>Fund 001 - GENERAL FUND Total:</b>					<b>55,130.70</b>

Fund: 002 - WATER

FISHER SCIENTIFIC CO.	74026	04/02/2024	FISHER SCIENTIFIC	002.8300.0200.0000	1,249.55
IMAGE NOW, INC.	74033	04/02/2024	IMAGE NOW INC.	002.8300.0300.0000	1,480.00
MYERS AND COMPANY, LLC	74054	04/02/2024	EXTINGUISHER INSPECTION W...	002.8300.0302.0000	62.00
PACE ANALYTICAL SERVICES I...	74062	04/02/2024	PACE ANALYTICAL ( LAB)	002.8300.0415.0000	1,814.00
WAL-MART, INC.	74083	04/02/2024	WAL-MART	002.8300.0319.0000	112.20
VERIZON	74080	04/02/2024	MARCH 16 - APRIL 15	002.8300.0444.0000	100.00
PAUL HUMMEL	74063	04/02/2024	CNYWWC	002.8300.0416.0000	45.00
BRIAN WEAN	74005	04/02/2024	CNYWWC	002.8300.0416.0000	45.00
JOHN MONAGHAN	74040	04/02/2024	CNYWWC	002.8300.0416.0000	45.00
AT & T MOBILITY	73998	04/02/2024	WIRELESS	002.8300.0444.0000	38.23
CANON FIANCIAL SERVICES	DFT0004613	04/02/2024	MARCH 10 - APRIL 9	002.8300.0403.0000	174.00
NEW YORK STATE OTDA	74058	04/02/2024	REIMBURSE OVERPAYMENT ...	002.0002.0352.0000	146.27
CLINTON TRACTOR & IMPLEM...	74012	04/02/2024	CLINTON TRACTOR & IMPLEM...	002.8300.0302.0000	898.80
CORE & MAIN	74015	04/02/2024	CORE & MAIN METERS	002.8300.0324.0000	44,651.80
<b>Fund 002 - WATER Total:</b>					<b>50,861.85</b>

Fund: 003 - SEWER

HOWLAND PUMP AND SUPPLY..	74031	04/02/2024	PLUMBING SUPPLIES	003.8110.0300.0000	115.05
HOWLAND PUMP AND SUPPLY..	74031	04/02/2024	Bearing Assembly	003.8110.0200.0000	500.00
MADISON COUNTY TREASURER	74045	04/02/2024	FEB BIOSOLIDS	003.8110.0412.0000	2,226.84
ADIRONDACK ENVIRONMENT...	73995	04/02/2024	wastewater analysis	003.8110.0415.0000	683.40
DUKE'S ROOT CONTROL	74022	04/02/2024	DEGREASER	003.8110.0200.0000	1,925.00
SENSAPHONE	74070	04/02/2024	ONE YEAR SUBSCRIPTION	003.8110.0444.0000	271.48
JAMES CULLEN	74035	04/02/2024	NYWEA APPLICATION	003.8110.0413.0000	195.00
VERIZON	74080	04/02/2024	MARCH 16 - APRIL 15	003.8110.0400.0000	183.64
EBAY.COM	DFT0004614	04/02/2024	SAW BLADE/FILTERS	003.8110.0200.0000	319.70
CANON FIANCIAL SERVICES	DFT0004613	04/02/2024	MARCH 10 - APRIL 9	003.8110.0445.0000	140.00
FEDEX	DFT0004615	04/02/2024	BAN DOCUMENTS	003.8110.0404.0000	106.76
<b>Fund 003 - SEWER Total:</b>					<b>6,666.87</b>

Fund: 005 - CAPITAL

AMAZON WEB SERVICES, LLC.	DFT0004612	04/02/2024	STASUN 300W Dawn to Dusk F..	005.3120.0400.0023	1,705.72
AMAZON WEB SERVICES, LLC.	DFT0004612	04/02/2024	Clear Garbage Bags 100 pack	005.3120.0400.0023	171.84
Motorola Solutions, Inc	4844	04/02/2024	16 Motorola APX4000 Portabl...	005.3410.0200.0020	39,337.92
<b>Fund 005 - CAPITAL Total:</b>					<b>41,215.48</b>

Fund: 201 - 2010 GLENMORE DAM REHABILITATION

RAMBOLL AMERICAS ENGINE...	4845	04/02/2024	GLENMORE DAMN IMPROVE...	201.8300.0405.0000	10,600.41
<b>Fund 201 - 2010 GLENMORE DAM REHABILITATION Total:</b>					<b>10,600.41</b>

**Grand Total: 164,475.31**

## Report Summary

## Fund Summary

Fund	Payment Amount
001 - GENERAL FUND	55,130.70
002 - WATER	50,861.85
003 - SEWER	6,666.87
005 - CAPITAL	41,215.48
201 - 2010 GLENMORE DAM REHABILITATION	10,600.41
<b>Grand Total:</b>	<b>164,475.31</b>

## Account Summary

Account Number	Account Name	Payment Amount
001.0023.2770.0000	MISCELLANEOUS	2,311.06
001.1420.0400.0000	MOU -\$3668.75	4,866.67
001.1420.0403.0000	STAFF SERVICES	1,300.00
001.1420.0410.0000	LAW LITIGATION	2,458.50
001.1420.0411.0000	LABOR SERVICES AND N...	1,641.75
001.1420.0419.0000	MISC ATTORNEY	162.00
001.1430.0403.0000	CONTRACTS	900.00
001.1620.0300.0000	MAT SUPPLIES	472.23
001.1620.0401.0000	ELECTRIC AND GAS	53.67
001.1620.0403.0001	CONTRACTS MB/FD	363.00
001.1620.0403.0002	CONTRACTS JC	350.00
001.1620.0406.0000	COPIER CONTRACTS	370.00
001.1640.0401.0000	CENTRAL GASOLINE	5,787.45
001.1640.0403.0001	CENTRAL VEHICLE -POLI...	296.59
001.1660.0300.0000	Central Office Supplies	169.34
001.1680.0403.0000	CONTRACTS	1,121.31
001.1989.0400.0000	PRINTING	12.80
001.3120.0300.0000	MAT SUPPLIES	1,851.08
001.3120.0317.0000	CLOTHING	1,976.56
001.3120.0413.0000	TRAINING	125.00
001.3310.0200.0000	EQUIPMENT	62.32
001.3310.0300.0000	MAT SUPPLIES	294.04
001.3410.0300.0000	MEDICAL SUPPLIES	208.48
001.3410.0400.0000	SCBA	109.80
001.3410.0401.0000	207A	3,123.42
001.3410.0405.0000	BUILDING MAINTENANC...	83.88
001.3410.0407.0000	CHIEF'S EXPENSE	852.76
001.3410.0409.0000	EQUIPMENT REPAIR & ...	860.39
001.3410.0417.0000	PROMOTIONAL CLOTHI...	107.73
001.4068.0400.0000	OTHER EXPENSE	100.00
001.4068.0416.0000	TRAVEL-MEALS	350.00
001.5110.0101.0000	SALARIESSTREET MAINT	1,217.30
001.5110.0300.0000	MAT SUPPLIES	115.20
001.5110.0403.0000	CONTRACTS	352.00
001.5110.0413.0000	TRAINING	500.00
001.5132.0300.0000	DPW MAINTENANCE- RE...	478.47
001.5132.0303.0000	GENERAL MATERIALS	1,038.00
001.5132.0304.0000	MAJOR REPAIRS	1,080.88
001.5132.0403.0000	CONTRACTS	261.47
001.5142.0315.0000	SALT AND SAND	12,146.26
001.5142.0416.0000	TRAVEL-MEALS	1,030.00
001.7140.0300.0000	MAT SUPPLIES	457.10
001.7140.0403.0000	CONTRACTS	115.00
001.7140.0403.2020	CONTRACTS.MUNY BB	1,440.00
001.7140.0403.2021	CONTRACTS.ADULT VB	550.00
001.7140.0409.0000	EQUIP REPAIR & MAINT.	1,476.46
001.7522.0400.0000	CITY HISTORIAN	125.00
001.8020.0400.0000	OTHER EXPENSE	41.54

**Account Summary**

Account Number	Account Name	Payment Amount
001.8664.0401.0000	MATERIALS AND SUPPLI...	114.99
001.9060.0805.0000	HEALTH INSURANCE	-150.80
002.0002.0352.0000	OVERPAY	146.27
002.8300.0200.0000	EQUIPMENT	1,249.55
002.8300.0300.0000	MAT SUPPLIES	1,480.00
002.8300.0302.0000	EQUIPMENT MAINTENA...	960.80
002.8300.0319.0000	GENERAL MAINTENANCE	112.20
002.8300.0324.0000	METERS & PARTS	44,651.80
002.8300.0403.0000	CONTRACTS	174.00
002.8300.0415.0000	LAB TESTING	1,814.00
002.8300.0416.0000	TRAVEL-MEALS	135.00
002.8300.0444.0000	OFFICE TECHNOLOGY EX...	138.23
003.8110.0200.0000	EQUIPMENT	2,744.70
003.8110.0300.0000	MAT SUPPLIES	115.05
003.8110.0400.0000	CONTRACTUAL SERVICES	183.64
003.8110.0404.0000	FISCAL BONDING FEES	106.76
003.8110.0412.0000	MADISON COUNTY LAN...	2,226.84
003.8110.0413.0000	TRAINING	195.00
003.8110.0415.0000	LAB TESTING	683.40
003.8110.0444.0000	OFFICE TECHNOLOGY EX...	271.48
003.8110.0445.0000	TECHNOLOGY/INTERNET...	140.00
005.3120.0400.0023	Police RVCI Grant Expen...	1,877.56
005.3410.0200.0020	2020 RADIO REPLACEM...	39,337.92
201.8300.0405.0000	GLENMORE DAM REHAB...	10,600.41
	<b>Grand Total:</b>	<b>164,475.31</b>

**Project Account Summary**

Project Account Key	Payment Amount
**None**	164,475.31
<b>Grand Total:</b>	<b>164,475.31</b>

1. **MAYOR'S VETO OF RESOLUTION 24-64 INTRODUCING A LOCAL LAW AMENDING SECTION 12.1 OF THE ONEIDA CITY CHARTER TO CHANGE THE QUALIFICATIONS OF THE CITY MANAGER (MARCH 19, 2024)**

**RESOLUTION 24-**

Moved by Councilor  
Seconded by Councilor

**WHEREAS**, upon receipt of the Mayor's objections, Section 3.7(B) of the Oneida City Charter requires the City Clerk present the Council's prior resolution and local law to the Common Council at the next Common Council meeting for the Common Council to reconsider same, passage of which requiring a 2/3 vote of all Councilmen in office; and

**WHEREAS**, that on March 28, 2024, Mayor Rick Rossi provided the City Clerk, in writing, his official Veto of Resolution 24-64, dated March 19, 2024, titled "Introduce a Local Law Amending Section 12.1 of the Oneida City Charter to Change the Qualifications of the City Manager," that was moved by Councilor Hitchings and seconded by Councilor Szczerba, and resulted in a vote of 4 Ayes (Councilor Szczerba, Councilor Laureti, Councilor Hitchings, and Councilor Winchell) and 3 Nays (Mayor Rossi, Councilor Pagano, and Councilor Simchik); now therefore be it

**RESOLVED**, that pursuant to Section 3.7(B) of the Oneida City Charter, upon presentation of Mayor Rossi's Veto of Resolution 24-64 by the City Clerk, the Oneida Common Council does hereby reconsider Resolution 24-64 and the introduction of Local Law 2024, titled "A Local Law Amending Section 12.1 of the Oneida City Charter to Change the Qualifications of the City Manager Position;" be it further

**RESOLVED**, that the City of Oneida Common Council in its reconsideration does hereby revoke Resolution 24-64 and rescind the introduction of Local Law 2024, titled "A Local Law Amending Section 12.1 of the Oneida City Charter to Change the Qualifications of the City Manager Position."

Ayes:

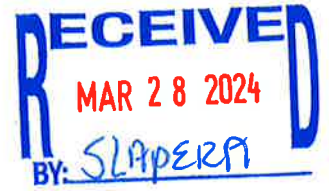
Nays:

**MOTION CARRIED**

## Sandy Lapera

---

**From:** Rick Rossi  
**Sent:** Thursday, March 28, 2024 1:03 PM  
**To:** Sandy Lapera; Nadine C. Bell; Douglas Selby  
**Subject:** Veto of item #11 of 3-19-24 council meeting



All,

I am formally Vetoing item #11 of the March 19<sup>th</sup> 2024. I am Vetoing this item because this is a slap in the face to the 1337 Oneida Citizens who voted in favor of a qualified city manager through public referendum. Most of our department heads will now have to have more educational requirements than the person that's their boss. This, if it already hasn't, could promote a toxic work environment. This is not in the best interest of the city.

Rick Rossi

- C. Every ordinance enacted by the Common Council shall specify the time when it shall take effect, which shall not be until after the publication of the title and a brief description of same once in the official newspapers of the City. If no time is specified in such ordinance, it shall take effect immediately after such publication.

**Section 3.5. Rules of procedure.**

The Common Council shall determine the rules of its own proceedings subject to the provisions of this Charter and other provisions of law.

**Section 3.6. Meetings. [Amended 7-2-2013 by L.L. No. 3-2013]**

- A. Regular meetings. The Common Council shall hold its first regular meeting in each term on the evening of the first Tuesday of January next following the election of its members, or if that is a holiday, on the next day, and at that meeting, the Common Council shall organize and elect a Deputy Mayor. The Common Council shall meet regularly at least once a month, at times to be determined by it.
- B. Special meetings. Special meetings may be held at any time the Common Council may direct and may be called by the Mayor or any three members of the Common Council. The notice of any special meeting shall be served personally upon each member of the Council or delivered to his residence or place of business not less than 24 hours before the time fixed for such special meeting and shall contain a statement of the specific item or items of business to be transacted. No other business shall be conducted at such meeting except by unanimous consent of all members of the Common Council present and voting.
- C. A majority of the Common Council, including the Mayor as a member thereof, shall constitute a quorum."

**Section 3.7. Mayor to be presiding officer; Deputy Mayor.**

- A. The Mayor shall be the presiding officer of the Common Council.
- B. Every resolution or ordinance passed by the Common Council, except rules for its own government and resolutions for the appointment of City officers, shall, before it shall take effect, be submitted to the Mayor, who shall within 10 days after its passage approve or disapprove the same. If he approves it, he shall sign it with the date of his approval, and it shall take effect from such date, except as herein otherwise provided. If he does not approve it, he shall file it with the Clerk with his objections in writing thereto or to any separate item thereof. The Clerk shall thereupon present such resolution or ordinance, together with the Mayor's objections, to the Common Council at its next meeting, which shall proceed to reconsider the same, or the items thereof vetoed by the Mayor, and if such reconsideration or such items shall be repassed by a 2/3 vote of all the Councilmen then in office, it shall take effect notwithstanding the Mayor's objections, otherwise it or such items shall not take effect. Any resolution or ordinance not signed or disapproved by the Mayor within the ten-day period shall thereafter take effect as of the date of its passage.
- C. The Deputy Mayor shall act as Mayor during the absence or disability of the Mayor.

**INTRODUCE A LOCAL LAW AMENDING SECTION 12.1 OF THE ONEIDA CITY CHARTER TO CHANGE THE QUALIFICATIONS OF THE CITY MANAGER POSITION-SCHEDULE PUBLIC HEARING**

**RESOLUTION 24-64**

Moved by Councilor Hitchings  
Seconded by Councilor Szczerba

**WHEREAS**, the City of Oneida Common Council introduces this Local Law to amend Section 12.1 of the Oneida City Charter to change the qualifications of the City Manager position; and

**WHEREAS**, the proposed Local Law has been introduced and will be considered for enactment pursuant to the provisions of the Municipal Home Rule Law; and

**WHEREAS**, no other agency has the legal authority or jurisdiction to approve or directly undertake the enactment of a local law in the City of Oneida, such that there are no other involved agencies within the meaning of the New York State Environmental Quality Review Act (SEQRA) with respect to the proposed enactment of said Local Law, with the result that the Common Council shall act as lead agency in this matter; and

**WHEREAS**, the adoption of said Local Law is an unlisted action for purposes of environmental review under SEQRA and the Common Council has determined that a short environmental assessment form (EAF) shall be required in connection with this matter.

**NOW, THEREFORE**, it is

**RESOLVED AND DETERMINED**, that there are no other involved agencies, that the Common Council shall act as lead agency and that the enactment of the proposed Local Law is an unlisted action for purposes of SEQRA review; and it is further

**RESOLVED AND DETERMINED**, that the Common Council shall conduct a public hearing as to the enactment of the proposed Local Law at the Oneida City Hall located at 109 North Main Street, Oneida, New York on April 2, 2024, at 6:30 p.m., or as soon thereafter as the matter can be heard, at which time all persons interested in the subject shall be heard; and it is further

**RESOLVED**, notice of said public hearing shall be provided at least five (5) days prior to the date of said public hearing in a newspaper of general circulation within the City of Oneida.

Ayes: 4  
Nays: 3 (Mayor Rossi/Councilor Simchik/Councilor Pagano)

**MOTION CARRIED**

LOCAL LAW 2024

**A LOCAL LAW AMENDING SECTION 12.1 OF THE ONEIDA CITY CHARTER TO CHANGE THE QUALIFICATIONS OF THE CITY MANAGER POSITION**



Be it enacted by the Common Council of the City of Oneida, as follows:

Section 1. AUTHORITY

This local law is enacted pursuant to New York State Constitution and New York Municipal Home Rule Law § 10.

Section 2. AMEND ONEIDA CITY CHARTER SECTION 12.1

So that Section 12.1 of the Oneida City Charter, titled "City Manager, Appointment and Qualifications," shall be revised to read, in its entirety, as follows:

"Section 12.1 City Manager; Appointment and qualifications.

"The City Council by a majority vote of its total membership shall appoint a City Manager for an indefinite term and fix the City Manager's compensation periodically. The City Manager shall be an employee of the City. The City Manager shall be appointed solely on the basis of executive and administrative qualifications for the duties of the office. Prior to the appointment, it is preferred that the City Manager shall be qualified by at least five (5) years' management experience and shall have a Bachelor's degree in business and/or public administration and/or substantially similar field. In the alternative, a candidate for the position of City Manager must have a minimum of ten (10) years' management experience that is satisfactory to the Council. The City Manager need not be a resident of the City, but it is preferred."

Section 3. EFFECTIVE DATE

This Local Law shall be effective upon filing with the office of the Secretary of State.

DISCUSSION: Before voting on this matter, Mayor Rossi prompted the Council for any desired discussion, proposing that whoever added the item to the agenda should explain the rationale behind the proposed alterations in regulations and qualifications for the City Manager position. He stated that this is a local law, reminding the Council of the significant support it garnered 15 weeks ago with over 1,300 affirmative votes, and noted the interest among present attendees in speaking about this. Councilors Szczerba, Laureti, and Hitchings indicated that a Public Hearing would address these concerns. Councilor Simchik recommended tabling the issue and forming a committee for further discussion.

2. CELLULAR TELEPHONE POLICY

RESOLUTION 24-

Moved by Councilor  
Seconded by Councilor

**RESOLVED**, to receive and place on file the City of Oneida Cellular Telephone Policy; **and be it further**

**RESOLVED**, to approve the personal phone use allowance of \$40 per month for the balance of 2024.

Ayes:

Nays:

**MOTION CARRIED**

# CELLULAR TELEPHONE POLICY

## PURPOSE

The purpose of this policy is to provide guidance to City of Oneida employees regarding the proper procurement, use and possession of cellular telephones; to ensure that the use of cellular phones is limited to expenditures incurred in accordance with specified guidelines. This policy shall apply to the Mayor, Common Council, Board and Commission members, Department Heads, and Employees.

## POLICY

It is the policy of the City of Oneida to provide cellular telephones to designated employees for business use and reimburse employees for business use of personal cell phones when the use of such telephones improves productivity, enhances customer service to our citizens and ensures employee safety.

It is also the City's policy to maintain the right to access and disclose all messages communicated through electronic means when City-owned or City-leased equipment is used. Regardless of the intent of the message (business or personal), any employee involved has no right to privacy, or the expectation of privacy, concerning the content of any message or the intended destination of any message when using city owned or leased phones.

## Assignment of City Cell Phones

1. Any Department Head who determines the need for a city cell phone for themselves or for an employee must submit "*Attachment A*" (*City-Owned Telephone Request Form*) "to the City Manager for approval. A request from a member of the Common Council must have the approval of the City Manager and the Common Council.

The request must include the ongoing cost estimate, budget account information, and certain justification criteria such as:

- a. The reason for the request and whether it will enhance emergency response, employee safety or work efficiency.
  - b. The inadequacy of the present system of communication, and if a cellular telephone is the most appropriate and economical choice.
  - c. The nature of work assigned requires substantial travel, thereby limiting the ability to use the office or other departmental phones.
  - d. The nature of the work assigned requires the individual to be reasonably available on a frequent basis outside of normal office hours.
  - e. How much time the user spends out in the field each day and why a radio would not meet the needs of the employee as efficiently.
2. Upon City Manager approval, the department shall arrange for acquisition of a cell phone by submitting a copy of the request form to the City Comptroller.

3. Before an employee receives a City phone, the department head or his or her designee, shall review this policy with the employee, provide a copy to him/her and have the employee sign, "*Attachment B*" (*City of Oneida Employee Acknowledgement of Receipt and Understanding a Cellular Telephone Administrative Policy*).
4. The Comptroller's Office will maintain a copy of all service agreements completed request forms, and a list of cell phones issued by vendor. If a cell phone or related equipment becomes inoperable, damaged, or lost, the Comptroller should be notified. S/He will advise the user as to the phone and/or equipment repair or replacement.

## **Cell Phone Usage**

### **1. Business Use of a City Assigned Cell Phone**

Use of city assigned cell phones should be limited to official City use only. All employees assigned a cell phone should exercise discretion as to who has access to the cell phone number to minimize phone usage while maintaining department service capabilities.

Employees are instructed to safely park vehicles before using a cell phone. By law, police officers are exempt from this restriction and should follow the Oneida Police Department Policies and Procedures Section 42.3.

### **2. Personal Use of a City Assigned Cell Phone**

Incoming and outgoing calls of a personal nature are for emergency purposes only. However, all authorized users are reminded that even though cell phones are not intended for personal use, the city recognizes that occasionally there may be instances in which a cell phone is needed for such. If it is discovered that a city phone is being used excessively for personal purposes the user may be required to pay a portion of the bill as determined by the Department Head.

### **3. Business use of Personal Cell Phones**

In certain cases, the city will provide a cell phone allowance for employees who use their own personal cell phone for legitimate City of Oneida business.

- a. The procedure to authorize the employee to use his/her personal cell phone for City of Oneida business shall follow the same procedure as outlined in "*Assignment of City Cell Phones*".
- b. In addition, "*Attachment C*" (*City of Oneida Department Authorization for Monthly Business Use of Employee's Personal Cell Phone*) form must be completed. The authorization will identify the employee and the employee's personal smart phone number and be submitted along with a Phone Approval Request.
- c. The employee is responsible for maintaining active cell phone service to be eligible for the cell phone allowance. The city may at any time request verification that the employee has active cell phone service. Should the service have terminated the employee must reimburse

the city for any allowance paid during the time in which the employee does not have cell phone service.

- d. To qualify for a cell phone allowance the employee's job must require that they be readily accessible. Readily accessible shall mean that an employee, due to their job function and outlined justification and duties, is expected to be reachable and responsive via their city-provided or city reimbursed cell phones during the times they are off-duty and scheduled to work. Generally, regularly accessible employees are subject to re-call to meet any of the above justification criteria to handle or assist in handling work-related activities, such as responding to emails, calls, text messages, or handling urgent matters.
- e. By accepting reimbursement, the employee agrees to keep his/her phone on and to be generally available to receive and respond to a call/text at any time other than during vacations and sick leave.
- f. The monthly cell phone allowance shall not exceed the cost of the employee's monthly cell phone plan. On an annual basis the Common Council will establish a monthly allowance equal to 60 percent of the average cost of a basic unlimited talk/text/data plan of Verizon, T Mobile and AT&T (currently \$40/month).
- g. There will be no reimbursement under this policy for enhanced features and services (Wi-Fi hot spot, subscriptions to streaming services, home internet add on, service for watches, tablets or laptops) or for the cost of the phone itself.
- h. Reimbursement of the cost for use of a personal cell phone will be made from the employee department budget beginning in the 2025 budget year.
- i. A Department Head may approve an allowance for use of a personnel cell phone for a period not to exceed six weeks when an employee is working in a capacity that would make the employee temporarily eligible for a phone allowance. The allowance will be calculated on a weekly basis and will be one-quarter of the monthly allowance established by the Common Council.
- j. Privacy – Users of personal cell phones should not consider the use of a city email account on a personal cell phone any more private than the use of city email on a city owned phone, computer or other device. However, as a policy the City does not consider the use of city email on a personal phone to automatically grant the city access to any private information on a personal cell phone regardless of whether the owner receives a phone allowance or not. Personal cell phone users should be aware that criminal investigations, legal proceedings and court orders may affect this policy.

#### **Limits on Personal Cell Phone allowances**

- 1.) All requests for cell phone allowances must be approved by the Department Head and City Manager.
- 2.) Any allowance will end if employment conditions change such that the employee no longer meets the requirements of this policy.

Once a monthly allowance is approved by the Department Head and City Manager, Attachment C will be submitted to the Comptroller's Office annually. The monthly allowance will be added to the employee's payroll check in the last paycheck of each month. Appropriate payroll taxes on

the allowance amount will be withheld from paycheck and the amount of the allowance will be included on the employee's year-end W-2. Each request shall include the payroll expenditure account to be charged for the year.

This allowance does not constitute an increase to base pay and will not be included in the calculation of percentage increases to base pay due to annual raises or job upgrades.

**Policy Violations** – Violations of this policy may result in disciplinary action subject to appropriate provisions of the City's collective bargaining agreements, Civil Service law and Rules, and other laws, rules, and regulations, as applicable.

**ATTACHMENT A**

**CITY OWNED CELLULAR TELEPHONE REQUEST FORM**

Request is hereby made to the City Manager for the approval for the Issuance of a cellular telephone to:

\_\_\_\_\_  
Name Title

Yearly Cost Estimate \$ \_\_\_\_\_

Budget Account: \_\_\_\_\_

The reason for the request is: \_\_\_\_\_

Why is present system of communication inadequate: \_\_\_\_\_

How will this enhance emergency response, employee safety or work efficiency:  
\_\_\_\_\_

How much time the user spends in the field each day: \_\_\_\_\_

How frequently the telephone will be used: \_\_\_\_\_  
\_\_\_\_\_ # of calls/texts/emails per day \_\_\_\_\_ # min. per day

What special features are necessary and purpose of these features: Smart phones allow for onsite communication and photos of any problems, and email is utilized to send information.  
\_\_\_\_\_

Can telephone be shared with other users:  YES  NO

If Yes, with whom?  
\_\_\_\_\_

Signed by: \_\_\_\_\_ Date: \_\_\_\_\_

**ATTACHMENT B**

**CITY OF ONEIDA  
EMPLOYEE ACKNOWLEDGEMENT OF RECEIPT AND UNDERSTANDING OF CELLULAR TELEPHONE  
ADMINISTRATIVE POLICY**

By signing below, I acknowledge that I have received a copy of the City of Oneida Administrative Policy and Procedure regarding Cellular Telephones. I also acknowledge that I have had the opportunity to read the policy and have any questions answered, and that I understand the provisions contained in the policy.

Signed by: \_\_\_\_\_ Date: \_\_\_\_\_

Witnessed by: \_\_\_\_\_ Date: \_\_\_\_\_

Place original in employee's official personnel file.

**Note: This request form is to be signed prior to issuance of Cellular telephone**



**ATTACHMENT C**

Attach to Voucher along with Copy of Invoice

**CITY OF ONEIDA DEPARTMENT AUTHORIZATION  
FOR MONTHLY BUSINESS USE OF EMPLOYEE'S PERSONAL SMART PHONE**

Employee Name: \_\_\_\_\_

Department: \_\_\_\_\_

Employee's Personal Smart Phone Number: \_\_\_\_\_

Base Monthly Plan Amount: \$ \_\_\_\_\_ (Attach copy of Bill)

Reimbursement Amount Requested \$ \_\_\_\_\_ (Monthly)

Payroll account to be charged \_\_\_\_\_

Employee Signed by: \_\_\_\_\_ Date: \_\_\_\_\_

Department Head: \_\_\_\_\_ Phone No.: \_\_\_\_\_

City Manager: \_\_\_\_\_ Date: \_\_\_\_\_

As Department Head, I verify that the employee listed above is required, due to legitimate business need, to maintain a smart phone to conduct official City of Oneida business. I hereby authorize the employee listed above to use his/her personal smart phone for conducting official City of Oneida business. The Department will pay the employee a smart phone requirement allowance for using his/her personal smart phone in accordance with the City of Oneida's "Cellular Telephone Use Policy".

\*\*\*Please attach a copy of the first page of your cell phone bill to this form, (to document that you have a cell phone and your monthly plan cost) and submit it to the Comptroller's Office. The approval and this form need to be done annually.

Both the employee and the Department should retain a copy.

**3. STANDARD WORKDAY RESOLUTION**

**RESOLUTION 24-**

Moved by Councilor  
Seconded by Councilor

**RESOLVED**, that the Common Council hereby establishes the following as standard workdays for elected officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the Record of Activities maintained and submitted by these officials to the Clerk of this body:

Name	SS#	(Last four digits) Reg #	Title	Term begins and end dates	Standard Workday	Records of Activity Results	Not submitted	Pay Frequency	Tier I
James Szczerba	****	3215	Councilor	01/01/2023 12/31/2024	6			bi-monthly	

Ayes:  
Nays:  
Abstain:1 (Szczerba)  
**MOTION CARRIED**

Received Date

# Recertification of the Record of Activities

Please type or print clearly  
in blue or black ink

**RS 2419**  
(Rev. 06/22)

**NYSLRS ID**

--	--	--	--	--	--	--	--	--	--

**Social Security Number** (last 4 digits)

XXX-XX-

--	--	--	--

**Retirement System** [check one]

Employees' Retirement System (ERS)

Police and Fire' Retirement System (PFRS)

I, JAMES SZCZERBA, certify that I completed a 3-month record of activities for the term that began 07-19-2022 for my position as Common Councilor. I attest that the record of activities maintained for the above named term is still representative of my hours worked and that my responsibilities have not substantially or materially changed. My current term begins on 01/01/2024 and ends on 12/31/2025.

  
\_\_\_\_\_  
Signature of Member

3/5/24  
\_\_\_\_\_  
Date

Employer Location Code: 20040

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**NOTE:** A record of activities and any certification based upon such record shall not be valid for more than eight years from the date of the taking of office for which the record of activities was initially maintained.

4. LIQUOR LICENSE-CINCO DE MAYO II MEXICAN RESTAURANT LLC

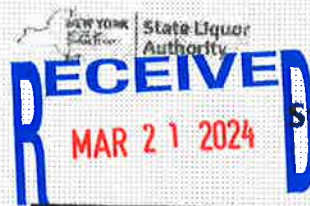
**RESOLUTION 24-**

Moved by Councilor  
Seconded by Councilor

**RESOLVED**, to receive and place on file the Standardized Notice Form for Providing 30-Day Advance Notice to a Local Municipality or Community Board for a new application for an On-Premises Alcoholic Beverage License for Cinco De Mayo II Mexican Restaurant LLC, 127 Genesee St., Oneida, NY 13421.

Ayes:  
Nays:

**MOTION CARRIED**



OFFICE USE ONLY  
 Original  Amended Date \_\_\_\_\_

### Standardized NOTICE FORM for Providing 30-Day Advance Notice to a Local Municipality or Community Board

BY: \_\_\_\_\_

1. Date Notice Sent: 3/16/2024 1a. Delivered by: Certified

2. Select the type of Application that will be filed with the Authority for an On-Premises Alcoholic Beverage License:  
For premises outside the City of New York:

New Application  Removal  Class Change

For premises in the City of New York:

New Application  New Application and Temporary Retail Permit  Temporary Retail Permit  Removal  
 Class Change  Method of Operation  Corporate Change  Renewal  Alteration

For **New** and Temporary Retail Permit applicants, answer each question below using all information known to date  
For **Renewal** applicants, answer all questions  
For **Alteration** applicants, attach a complete written description and diagrams depicting the proposed alteration(s)  
For **Corporate Change** applicants, attach a list of the current and proposed corporate principals  
For **Removal** applicants, attach a statement of your current and proposed addresses with the reason(s) for the relocation  
For **Class Change** applicants, attach a statement detailing your current license type and your proposed license type  
For **Method of Operation Change** applicants, although not required, if you choose to submit, attach an explanation detailing those changes  
**Please include all documents as noted above. Failure to do so may result in disapproval of the application.**

**This 30-Day Advance Notice is Being Provided to the Clerk of the Following Local Municipality or Community Board:**

3. Name of Municipality or Community Board: City of Oneida

**Applicant/Licensee Information:**

4. Licensee Serial Number (if applicable): N/A Expiration Date (if applicable): N/A

5. Applicant or Licensee Name: Cinco De Mayo II Mexican Restaurant LLC

6. Trade Name (if any): N/A

7. Street Address of Establishment: 127 Genesee Street

8. City, Town or Village: Oneida, NY Zip Code: 13421

9. Business Telephone Number of applicant/ Licensee: 618-504-0308

10. Business E-mail of Applicant/Licensee: yescadani@icloud.com

11. Type(s) of alcohol sold or to be sold:  Beer & cider  Wine, Beer & Cider  Liquor, Wine, Beer & Cider

12. Extent of Food Service:  Full Food menu; full kitchen run by a chef/cook  Menu meets legal minimum food requirements; food prep area required

13. Type of Establishment: Restaurant (full kitchen and full menu required)  
 Seasonal Establishment  Juke Box  Disc Jockey  Recorded Music  Karaoke

14. Method of Operation: (check all that apply)  
 Live Music (give details i.e., rock bands, acoustic, jazz, etc.): \_\_\_\_\_  
 Patron Dancing  Employee Dancing  Exotic Dancing  Topless Entertainment  
 Video/Arcade Games  Third Party Promoters  Security Personnel  
 Other (specify): \_\_\_\_\_

15. Licensed Outdoor Area: (check all that apply)  None  Patio or Deck  Rooftop  Garden/Grounds  Freestanding Covered Structure  
 Sidewalk Cafe  Other (specify): \_\_\_\_\_

16. List the floor(s) of the building that the establishment is located on:

17. List the room number(s) the establishment is located in within the building, if appropriate:

18. Is the premises located within 500 feet of three or more on-premises liquor establishments?  Yes  No

19. Will the license holder or a manager be physically present within the establishment during all hours of operation?  Yes  No

20. If this is a transfer application (an existing licensed business is being purchased) provide the name and serial number of the licensee:

21. Does the applicant or licensee own the building in which the establishment is located?  Yes (if YES, SKIP 23-26)  No

**Owner of the Building in Which the Licensed Establishment is Located**

22. Building Owner's Full Name:

23. Building Owner's Street Address:

24. City, Town or Village:  State:  Zip Code:

25. Business Telephone Number of Building Owner:

**Representative or Attorney Representing the Applicant in Connection with the Application for a License to Traffic in Alcohol at the Establishment Identified in this Notice**

26. Representative/Attorney's Full Name:

27. Representative/Attorney's Street Address:

28. City, Town or Village:  State:  Zip Code:

29. Business Telephone Number of Representative/Attorney:

30. Business E-mail Address of Representative/Attorney:

I am the applicant or licensee holder or a principal of the legal entity that holds or is applying for the license. Representations in this form are in conformity with representations made in submitted documents relied upon by the Authority when granting the license. I understand that representations made in this form will also be relied upon, and that false representations may result in disapproval of the application or revocation of the license.

By my signature, I affirm - under **Penalty of Perjury** - that the representations made in this form are true.

31. Printed Principal Name:  Title:

Principal Signature:   
Dionicio Yessa Velasco / Mar 6, 2024 10:16:53

5. AUTHORIZE MEDICARE PART B REIMBURSEMENT PAYMENTS TO RETIREES

RESOLUTION 24-

Moved by Councilor

Seconded by Councilor

**RESOLVED**, that the City Comptroller be, and hereby is authorized and directed, throughout the period from January 1, 2024, to December 31, 2024, to reimburse the cost of Medicare Part B coverage to all eligible retired City Employees and eligible dependents, regardless of union or non-union affiliation, in accordance with the provisions regarding such reimbursement as set forth in the current contracts of CSEA, Inc., Local 1000 AFSCME and Oneida Paid Firefighters Association Local 2692, **and be it further**

**RESOLVED**, that the City Comptroller be, and hereby is authorized and directed, throughout the period from January 1, 2024, to December 31, 2024, to reimburse the cost of Medicare Part B coverage to all eligible retired City employees and eligible dependents, who retired prior to July 1, 2015, regardless of whether said retiree and any eligible dependent is enrolled in the City's Medicare Advantage & Prescription Program.

Ayes:

Nays:

**MOTION CARRIED**

**6. SCHEDULE PUBLIC HEARING PER ONEIDA CITY CODE CHAPTER 34, ARTICLE III, UNSAFE BULDINGS AND COLLAPSED STRUCTURES**

**RESOLUTION 24-**

Moved by Councilor  
Seconded by Councilor

**RESOLVED**, that the Report of Unsafe Structures, as per Oneida City Code Chapter 34, Article III, Unsafe Buildings and Collapsed Structures, from Brian B. Burkle Jr., Fire Marshal, for property located at 238 Allen Park Place in the City of Oneida (Tax Map No. 38.48-1-57) is hereby received and placed on file, **and be it further**

**RESOLVED**, that a Public Hearing be scheduled on Tuesday, May 7, 2024, at 6:30 p.m. in the Common Council Chambers, 109 N. Main Street, Oneida NY 13421 to afford the Common Council the opportunity to issue an order deeming the property to be a "Public Nuisance" and to order corrective action be taken on 238 Allen Park Place, Oneida, NY.

Ayes:

Nays:

**MOTION CARRIED**



# CITY OF ONEIDA FIRE DEPARTMENT

DEPARTMENT OF PUBLIC SAFETY  
BUREAU OF FIRE

Fire Marshal's Office  
Brian B. Burkle Jr., Fire Marshal  
Andrew P. 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

To: City of Oneida Common Council

From: Fire Marshal Brian B. Burkle Jr.

Date: March 21, 2024

Re: Unsafe Buildings

**Please take notice** that the building situated upon the real property located at 238 Allen Park Place in the City of Oneida, Tax Map No. 38.48-1-57 (the "Property") must be repaired or removed.

On July 16, 2023, an Order to Vacate was issued for all occupants after a house fire left the property untenable.

On August 2, 2023, the Fire Marshal's Office received a complaint from a neighbor concerned of the structural integrity of the property located at 238 Allen Park Place.

On August 28, 2023, an updated Order to Vacate was issued notifying Katherine J Mariano, the property's owner, that the building was in violation of the 2020 Fire Code of New York State, Section 108.1.1, titled "Unsafe structures and equipment".

On August 28, 2023, the Fire Marshal's Office received an update from Peter DeCarlo, the Public Insurance Adjuster handling the fire loss at the property. Mr. DeCarlo requested an extension on any time and code constraints as he claim was not yet settled.

On August 30, 2023, the Fire Marshal's Office received another complaint from a neighbor regarding the dumpster placed in front of the home and the roof structure.

On September 3, 2023, the Fire Marshal's Office issued an Order to Remedy notifying Katherine J Mariano, the property's owner, that the building was in violation of the Code of the City of Oneida, Section 35-5, titled "Vacant structures" and Section 34-7, titled "Dangerous structures". This notice was sent via U.S. Certified Mail service on September 6, 2023 and returned to sender due to the recipient being temporarily away.

On September 3, 2023, the Fire Marshal's Office provided an update to the neighbor reporting the complaints with the status of the building as well as the Codes Department.

On October 9, 2023, the Fire Marshal's Office forwarded the Order to Remedy to Peter DeCarlo, the Public Insurance Adjuster.

On October 13, 2023, the Fire Marshal's Office issued an updated Order to Remedy notifying Katherine J Mariano, the property's owner, that the building was in violation of the Code of the City of Oneida, Section 34-21, titled "Exemptions". This notice was sent via U.S. Certified Mail service on October 24, 2023 and returned to sender due to the recipient being temporarily away.

On October 9, 2023, the Fire Marshal's Office forwarded the updated Order to Remedy to Peter DeCarlo, the Public Insurance Adjuster.

On January 30, 2024, a complaint was received from a neighbor regarding debris falling into the shared driveway.

On February 2, 2024, an email was sent to the property's owner including copies of the Order to Vacate, both Order to Remedies, and a summary of the status of the property. This communication was forwarded to the Codes Department.

On February 6, 2024, a copy of the Order to Vacate (August 28, 2023), Order to Remedy (September 3, 2023), Order to Remedy (October 13, 2023), and email to the new property owner (February 2, 2024) was sent via U.S. Certified Mail service to Utica Property LLC, the property's owner.

On February 10, 2024, the Fire Marshal's Office issued a Stop Work Order notifying Utica Property LLC, the property's owner, that the building was in violation of the 2020 Fire Code of New York State, Section 105.2, titled "Building permits". An email was sent to the property owner as well as the Codes Department advising them of the Stop Work Order.

On February 28, 2024, the Fire Marshal's Office received an additional complaint regarding the property located at 238 Allen Park Place.

Based upon my inspection of the property and my knowledge of the Oneida City Code, the 2020 Fire Code of New York State, and the 2020 Property Maintenance Code of New York State, I have determined that the property is an unsafe condition and is dangerous to the health, safety, and general welfare of the public.

The preceding are violations of the following;

#### **2020 Fire Code of New York State**

- **Section 105.2 Building permits.** No person or entity shall commence, perform, or continue any work that must conform with the *Uniform Code* and/or *Energy Code* unless:

1. Such person or entity has applied to the *authority having jurisdiction* for a *building permit*;
  2. The *authority having jurisdiction* has issued a *building permit* authorizing such work,
  3. Such *building permit* has not been revoked or suspended, and
  4. Such *building permit* has not expired.
- **Section 108.1.1 Unsafe structures.** An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or to the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire; or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, or structurally unsafe; or is of such faulty construction or unstable foundation that partial or complete collapse is possible. A vacant structure that is not secured against unauthorized entry as required by Section 311 of this code shall be deemed unsafe.
  - **Section 108.4 Closing of vacant structures.** If the structure is vacant and unfit for human habitation and occupancy, and is not in danger of structural collapse, a placard of condemnation shall be posted on the premises, and the structure shall be closed up so as not to be an unattractive nuisance.
  - **Section 109.1 Imminent danger.** The occupants shall vacate premises when any of the following exists:
    1. Imminent danger of failure or collapse of a building or structure which endangers life;
    2. A structure where the entire structure, or part of the structure, has fallen and life is endangered by the occupation of the structure;
    3. Actual or potential danger to the building occupants or those in the proximity of any structure because of explosives, explosive fumes or vapors or the presence of toxic fumes, gases or materials; or
    4. Operation of defective or dangerous equipment.

### Code of the City of Oneida

- **Chapter 34, Article II “Abandoned Buildings”, Section 34-5. Vacant structures.** Any vacant structure shall be secured against unlawful entry, and the structure and adjoining yards shall be maintained in a clean and sanitary condition and shall not present a hazard to adjoining property or the public. All vehicular entrances to the property shall be closed to prevent unlawful parking or storage of vehicles upon the premises.
- **Chapter 34, Article II “Abandoned Buildings”, Section 34-7. Dangerous structures.** Whenever the Fire Marshal or his duly authorized representative finds that any building under construction or any existing nonresidential or residential structure is weakened from any cause or constitutes a hazard or threat to the health, safety or welfare of the occupants or the public, he may order said

structure to be strengthened, repaired, secured, vacated or demolished, as he may judge, upon notice as prescribed in § 34-4.

- **Chapter 34, Article III “Unsafe Buildings and Collapsed Structures”, Section 34-9. Repair or removal by owner required.** The owner or person having any interest in any wall, building, structure or foundation in the City, which for any reason shall have become unsafe, dangerous, unsightly or in any way endangers the health, safety, or welfare of the public shall, upon being directed thereto by the Common Council, forthwith repair or remove the same.
- **Chapter 34, Article III “Unsafe Buildings and Collapsed Structures”, Section 34-10. Determination of status; service of notice upon owner.**
  - A. Whenever any wall, building or other structure has in any manner become unfit for occupancy or shall be unsafe, detrimental or dangerous to the public health, safety or general welfare, upon inspection and report by the office of the Fire Marshal to the Common Council and hearing held thereon as hereinafter set forth, the Common Council may declare the premises a public nuisance and order the owner, or person or persons having an interest therein, to repair or remove the wall, building, structure or foundation and to clear away any and all debris caused thereby and to fill in the excavation to the lot level, requiring the same to be made safe and secure. After having received and placed on file the report from the Fire Marshal's office, the Common Council, if it appears that a nuisance exists, shall hold a hearing thereon and shall serve notice upon the owner, and all others having an interest therein, of the unsafe condition and the times and place of said hearing.
  - B. The service of said notice shall be either by personal service or by certified mail, addressed to the last known address as shown by the records of the City Assessor's office. Said notice shall contain a description of the premises and a clear and concise statement of the particulars in which the building or structure is unsafe or dangerous, shall set forth the date, time and place for a hearing thereon before the Common Council and shall be served at least 10 days prior to said hearing. If such service is by certified mail, a copy of said notice shall also be posted by firmly affixing a copy thereof on said premises.
- **Chapter 34, Article IV “Vacant Building Registry and Maintenance”, Section 34-21. Exemptions.**
  - A. A building which has suffered fire damage or damage caused by extreme weather conditions shall be exempt from the registration requirement for a period of 90 days after the date of the fire or extreme weather event if the property owner submits a request for exemption in writing to the

enforcement officer. This request shall include the following information supplied by the owner:

1. A description of the premises.
2. The names and addresses of the owner or owners.
3. A statement of intent to repair and reoccupy the building in an expedient manner, or the intent to demolish the building.

B. This article shall not apply to any person or entity whose only interest in a vacant building is that of a lienor or mortgagor. Specifically, any state or federally chartered bank, savings bank, savings and loan association or credit union that originates, owns, services or maintains a mortgage related to such is exempt from the provisions of this article. However, this exemption shall not prevent the City from exercising its enforcement rights upon such parties as provided by § 1308 of the Real Property Actions and Proceedings Law.

## **2020 Property Maintenance Code of New York State**

- **Section 107.1 General.** If the *authority having jurisdiction* determines, during the inspection or otherwise, that a *premises, building or structure*, or any building system or equipment, in whole or part, constitutes a clear and immediate threat to human life, safety or health, the *authority having jurisdiction* shall exercise its powers in due and proper manner so as to extend to the public protection from the hazards of threat to human life, safety, or health.
- **Section 107.1.1 Unsafe structures.** An unsafe *structure* is one that is found to be dangerous to the life, health, property or safety of the public or the *occupants* of the structure by not providing minimum safeguards to protect or warn *occupants* in the event of fire, or because such *structure* contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe, or is of such faulty construction or unstable foundation, that partial or complete collapse is possible.
- **Section 302.1 Sanitation.** *Exterior property* and *premises* shall be maintained in a clean, safe and sanitary condition. The *occupant* shall keep that part of the *exterior property* that such *occupant* occupies or controls in a clean and sanitary condition.
- **Section 302.3 Sidewalks and driveways.** Sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions.
- **Section 302.7 Accessory structures.** Accessory structures, including *detached* garages, fences and walls, shall be maintained structurally sound and in good repair.

- **Section 304.1 General.** The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.
- **Section 304.1.1 Unsafe Conditions.** The following conditions shall be determined as unsafe and shall be repaired or replaced to comply with the *Building Code of New York State* or the *Existing Building Code of New York State* as required for existing buildings:
  1. The nominal strength of any structural member is exceeded by nominal loads, the load effects or the required strength.
  2. The *anchorage* of the floor or roof to walls or columns, and of walls and columns to foundations is not capable of resisting all nominal loads or load effects.
  3. Structures or components thereof that have reached their limit strength.
  4. Siding and masonry joints including joints between the building envelope and the perimeter of windows, doors, and skylights are not maintained, weather resistant or water tight.
  5. Structural members that have evidence of *deterioration* or that are not capable of safely supporting all nominal loads and load effects.
  6. Foundation systems that not firmly supported by footings, are not plumb and free from open cracks and breaks, are not properly *anchored* or are not capable of supporting all nominal loads and load effects.
  7. Exterior walls that are not *anchored* to supporting and supported elements or are not plumb and free of holes, cracks or breaks and loose or rotting materials, are not properly *anchored* or are not capable of supporting all nominal loads and resisting all load effects.
  8. Roofing or roofing components that have defects that emit rain, roof surfaces with inadequate drainage, or any portion of the roof framing that is not in good repair with signs of *deterioration*, fatigue or without proper anchorage and incapable of supporting all nominal loads and resisting all load effects.
  9. Flooring and flooring components with defects that effect serviceability or flooring components that show signs of *deterioration* or fatigue, are not properly *anchored* or are incapable of supporting all nominal loads and resisting all load effects.
- **Section 304.4 Structural members.** Structural members shall be maintained free from *deterioration*, and shall be capable of safely supporting the imposed dead and live loads.
- **Section 304.6 Exterior walls.** Exterior walls should be free from holes, breaks, and loose or rotting materials; and maintained waterproof and properly surface coated where required to prevent *deterioration*.
- **Section 304.7 Roofs and drainage.** The roof and flashing shall be sound, tight and not have defects that emit rain. Roof drainage shall be adequate to prevent

dampness or *deterioration* in the walls or interior portion of the structure. Roof drains, gutters, and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.

- **Section 304.10 Stairways, decks, porches and balconies.** Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.
- **Section 304.12 Handrails and guards.** Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.
- **Section 304.13 Window, skylight and door frames.** Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight.
- **Section 304.13.1 Glazing.** Glazing materials shall be maintained free from cracks and holes.
- **Section 304.15 Doors.** Exterior doors, door assemblies, operator systems if provided, and hardware shall be maintained in good condition. Locks at all entrances to dwelling units and sleeping units shall tightly secure the door. Locks on means of egress doors shall be in accordance with Section 702.3.
- **304.18 Building security.** Doors, windows or hatchways for *dwelling units*, room units or *housekeeping units* shall be provided with devices designed to provide security for the *occupants* and property within.
- **Section 305.1 General.** The interior of a structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition. Occupants shall keep that part of the structure that they occupy or control in a clean and sanitary condition. Every owner of a structure containing a rooming house, housekeeping units, a hotel, a dormitory, two or more dwelling units or two or more nonresidential occupancies, shall maintain, in a clean and sanitary condition, the shared or public areas of the structure and exterior property.
- **Section 305.1.1 Unsafe conditions.** The following conditions shall be determined as unsafe and shall be repaired or replaced to comply with the Building Code of New York State or the Existing Building Code of New York State as required for existing buildings as required for existing buildings, or the Residential Code of New York State as applicable:
  1. The nominal strength of any structural member is exceeded by nominal loads, the load effects or the required strength.

2. The anchorage of the floor or roof to walls or columns, and of walls and columns to foundations is not capable of resisting all nominal loads or load effects.
3. Structures or components thereof that have reached their limit state.
4. Structural members are incapable of supporting nominal loads and load effects.
5. Stairs, landings, balconies and all similar walking surfaces, including guards and handrails, are not structurally sound, not properly anchored or are anchored with connections not capable of supporting all nominal loads and resisting all load effects.
6. Foundation systems that are not firmly supported by footings are not plumb and free from open cracks and breaks, are not properly anchored or are not capable of supporting all nominal loads and resisting all load effects.

Exceptions:

1. Where substantiated otherwise by an approved method.
  2. Demolition of unsafe conditions shall be permitted where approved by the building official.
- **Section 305.2 Structural members.** Structural members shall be maintained structurally sound, and be capable of supporting the imposed loads.
  - **Section 305.3 Interior surfaces.** Interior surfaces, including windows and doors, shall be maintained in good, clean and sanitary condition. Peeling, chipping, flaking or abraded paint shall be repaired, removed or covered. Cracked or loose plaster, decayed wood and other defective surface conditions shall be corrected.
  - **Section 305.4 Stairs and walking surfaces.** Every stair, ramp, landing, balcony, porch, deck or other walking surface shall be maintained in sound condition and good repair.
  - **Section 305.6 Interior doors.** Every interior door shall fit reasonably well within its frame and shall be capable of being opened and closed by being properly and securely attached to jambs, headers or tracks as intended by the manufacturer of the attachment hardware.
  - **Section 306.1 General.** The components of a structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition.
  - **Section 306.1.1 Unsafe conditions.** Where any of the following conditions cause the component or system to be beyond its limit state, the component or system shall be determined as unsafe and shall be repaired or replaced to comply with the Building Code of New York State or the Existing Building Code of New York State as required for existing buildings:



1. Soils that have been subjected to any of the following conditions:
  - 1.1 Collapse of footing or foundation system.
  - 1.2 Damage to footing, foundation, concrete or other structural element due to soil expansion.
  - 1.3 Adverse effects to the design strength of footing, foundation, concrete or other structural element due to a chemical reaction from the soil.
  - 1.4 Inadequate soil as determined by a geotechnical investigation.
  - 1.5 Where the allowable bearing capacity of the soil is in doubt.
  - 1.6 Adverse effects to the footing, foundation, concrete or other structural element due to the ground water table.
2. Concrete that has been subjected to any of the following conditions:
  - 2.1 Deterioration.
  - 2.2 Ultimate deformation.
  - 2.3 Fractures.
  - 2.4 Fissures.
  - 2.5 Spalling.
  - 2.6 Exposed reinforcement.
  - 2.7 Detached, dislodged or failing connections.
3. Aluminum that has been subjected to any of the following conditions:
  - 3.1 Deterioration.
  - 3.2 Corrosion.
  - 3.3 Elastic deformation.
  - 3.4 Ultimate deformation.
  - 3.5 Stress or strain cracks.
  - 3.6 Joint fatigue.
  - 3.7 Detached, dislodged or failing connections.
4. Masonry that has been subjected to any of the following conditions:
  - 4.1 Deterioration.
  - 4.2 Ultimate deformation.
  - 4.3 Fractures in masonry or mortar joints.
  - 4.4 Fissures in masonry or mortar joints.
  - 4.5 Spalling.
  - 4.6 Exposed reinforcement.
  - 4.7 Detached, dislodged or failing connections.
5. Steel that has been subjected to any of the following conditions:
  - 5.1 Deterioration.
  - 5.2 Elastic deformation.
  - 5.3 Ultimate deformation.
  - 5.4 Metal fatigue.
  - 5.5 Detached, dislodged or failing connections.
6. Wood that has been subjected to any of the following conditions:
  - 6.1 Ultimate deformation.
  - 6.2 Deterioration.
  - 6.3 Damage from insects, rodents and other vermin.
  - 6.4 Fire damage beyond charring.
  - 6.5 Significant splits and checks.

- 6.6 Horizontal shear cracks.
- 6.7 Vertical shear cracks.
- 6.8 Inadequate support.
- 6.9 Detached, dislodged or failing connections.
- 6.10 Excessive cutting and notching.

Exceptions:

1. Where substantiated otherwise by an approved method.
2. Demolition of unsafe conditions shall be permitted where approved by the building official.

**Section 308.1 Accumulation of rubbish and garbage.** *Exterior property and premises,* and the interior of every structure, shall be free from any accumulation of *rubbish* or garbage.

In light of the foregoing, I hereby request that the Common Council hold a hearing pursuant to Section 34-10 of the Oneida City Code to determine and declare that the Property is a public nuisance, and to order the repair to or removal of the building.

7. ADVERTISE FOR BIDS-MAPLE DRIVE SANITARY SEWER REPAIR

RESOLUTION 24-

Moved by Councilor  
Seconded by Councilor

**RESOLVED**, to authorize the Purchasing Agent to advertise for bids for Maple Drive Sanitary Sewer Repair.

Ayes:

Nays:

**MOTION CARRIED**

8. CAPITAL PROJECT 24-1-ANNUAL STREET RESURFACING

**RESOLUTION 24-**

Moved by Councilor  
Seconded by Councilor

**RESOLVED**, to authorize the City Engineer to proceed with Capital Project 24-1; **and be it further**

**RESOLVED**, to authorize the use of Unit Prices established for 2024 by Madison County; **and be it further**

**RESOLVED**, to authorize the Purchasing Agent to advertise for bids for any portions of the project not covered under the County's Unit Pricing; **and be it further**

**RESOLVED**, to authorize the City Engineer to expend funds up to the programmed amount dispersed by NYSDOT (CHIPs, PAVENY, EWR); **and be it further**

**RESOLVED**, to authorize the City Manager to sign any and all documents related to Capital Project 24-1.

Ayes:

Nays:

**MOTION CARRIED**

# CITY OF ONEIDA

## Capital Project Estimate-2024

### Capital Project# 24-1

**Department:** *Department of Public Works – General Fund*

**Project Title:** Annual Street Resurfacing

**Project Location:** City wide

**Purpose of Project:** To provide critical pavement replacement on City streets that have outlived their useful design life and to undertake required preventative maintenance.

**Anticipated Completion:** Fall 2024

**Total Project Cost: \$760,595**

#### **Funding Source**

Fund Balance:

Serial Bond: \$200,000

State/Federal Aid: \$560,595 (based on 2023-24 Apportionment from NYSDOT)

Grant:

9. BUDGET TRANSFERS/AMENDMENTS

RESOLUTION 24-

Moved by Councilor  
Seconded by Councilor

	<u>To</u>	<u>From</u>
<b>2024 Budget Adjustments</b>		
\$ 15,400.00	001.3410.0413.0000 Fire Training	001.3410.0107.0000 Fire EMS Overtime
<b><i>To re-allocate funds CC-Paramedic Bridge Training program</i></b>		
\$500.00	001.3120.0403.0000 Police Contracts	001.0001.0912.0000 General Fund Balance
<b><i>To allocate funds for incinerator costs for drug disposal</i></b>		
\$ 3,000.00	001.1620.0403.0222 Justice Center Building Maintenance	001.0001.0912.0000 General Fund Balance

***To allocate funds to upgrade the access control at the Justice Center***

Ayes:

Nays:

**MOTION CARRIED**

**10. SALARY CHANGE-ASSISTANT MAINTENANCE SUPRVISOR (WATER DEPARTMENT)**

**RESOLUTION 24-**

Moved by Councilor  
Seconded by Councilor

**RESOLVED**, to authorize a change in the rate of pay from \$32.00 per hour to \$33.05 per hour, retro active to the start date of the creation of the Assistant Maintenance Supervisor position.

Ayes:  
Nays:

**MOTION CARRIED**

**11. ADOPT A LOCAL LAW AMENDING SECTION 12.1 OF THE ONEIDA CITY CHARTER TO CHANGE THE QUALIFICATIONS OF THE CITY MANAGER POSITION**

**RESOLUTION 24-**

Moved by Councilor  
Seconded by Councilor

**WHEREAS**, pursuant to the provisions of the Municipal Home Rule Law, a proposed local law titled "A Local Law Amending Section 12.1 of the Oneida City Charter to Change the Qualifications of the City Manager Position" was presented and introduced at a Regular Meeting of the Common Council of the City of Oneida held on March 19, 2024; and

**WHEREAS**, a public hearing was held on such proposed local law on April 2, 2024, by the Common Council of the City of Oneida and proofs of publication of notices of such public hearings, as required by law, having been submitted and filed, and all persons desiring to be heard in connection with said proposed local law having been heard, and said proposed local law having been in the possession of the members of the Common Council of the City of Oneida in its final form in the manner required by Section 20 of the Municipal Home Rule of the State of New York; and

**WHEREAS**, because the enactment of the Proposed Local Law has previously been determined to be an unlisted action for purposes of environmental review under the State Environmental Quality Review Act (SEQRA), an environmental impact statement (EIS) is not required, and the Common Council has determined that a short environmental assessment form (EAF) was required in connection with this matter; and

**WHEREAS**, said EAF has been prepared and has been reviewed by the Common Council and the Common Council has considered the adoption of said Local Law, has considered the criteria contained in 6 N.Y.C.R.R. Part 617.7 and has compared the impacts which may be reasonably expected to result from the adoption of said Local Law against said criteria; and

**WHEREAS**, it is in the public interest to enact said Proposed Local Law.

**NOW, THEREFORE**, it is

**RESOLVED AND DETERMINED**, that the Common Council has determined this action shall have no significant adverse impact on the environment; that, accordingly, an environmental impact statement (EIS) shall not be required; and that this resolution shall constitute a negative declaration under SEQRA; and it is further

**RESOLVED** that the Common Council of the City of Oneida, Madison County, New York, does hereby enact a Local Law as follows:

"LOCAL LAW 2024

A LOCAL LAW AMENDING SECTION 12.1 OF THE ONEIDA CITY CHARTER TO CHANGE THE QUALIFICATIONS OF THE CITY MANAGER POSITION



Be it enacted by the Common Council of the City of Oneida, as follows:

Section 1. AUTHORITY

This local law is enacted pursuant to New York State Constitution and New York Municipal Home Rule Law § 10.

Section 2. AMEND ONEIDA CITY CHARTER SECTION 12.1

So that Section 12.1 of the Oneida City Charter, titled "City Manager, Appointment and Qualifications," shall be revised to read, in its entirety, as follows:

"Section 12.1 City Manager; Appointment and qualifications.

"The City Council by a majority vote of its total membership shall appoint a City Manager for an indefinite term and fix the City Manager's compensation periodically. The City Manager shall be an employee of the City. The City Manager shall be appointed solely on the basis of executive and administrative qualifications for the duties of the office. Prior to the appointment, it is preferred that the City Manager shall be qualified by at least five (5) years' management experience and shall have a Bachelor's degree in business and/or public administration and/or substantially similar field. In the alternative, a candidate for the position of City Manager must have a minimum of ten (10) years' management experience that is satisfactory to the Council. The City Manager need not be a resident of the City, but it is preferred."

Section 3. EFFECTIVE DATE

This Local Law shall be effective upon filing with the office of the Secretary of State."

Mayor Rossi \_\_\_\_\_  
Councilor Szczerba \_\_\_\_\_  
Councilor Laureti \_\_\_\_\_  
Councilor Hitchings \_\_\_\_\_  
Councilor Winchell \_\_\_\_\_  
Councilor Pagano \_\_\_\_\_  
Councilor Simchik \_\_\_\_\_  
**MOTION CARRIED**

*Short Environmental Assessment Form*  
*Part 1 - Project Information*

**A LOCAL LAW AMENDING THE ONEIDA CITY CHARTER TO CREATE THE OFFICE OF CITY MANAGER AND AMENDING THE CODE OF THE CITY OF ONEIDA SO AS TO ACCURATELY REFLECT THE DUTIES AND RESPONSIBILITIES OF THE CITY MANAGER**

***Part 1 - Question 1: Narrative Description***

To enact a Local Law amending the Oneida City to revise the qualifications of the City Manager position to allow a candidate to have a minimum of ten (10) years' management experience as an alternative to five (5) years' management experience and a Bachelor's degree in business and/ or public administration and/or a substantially similar field.

# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>			
City of Oneida			
Name of Action or Project: A Local Law Amending Section 12.1 of the Oneida City Charter to Change the Qualifications of the City Manager Position			
Project Location (describe, and attach a location map): City-wide			
Brief Description of Proposed Action: The proposed local law will amend the Oneida City Charter to revise the qualifications of the City Manager position to allow a candidate to have a minimum of ten (10) years' management experience as an alternative to five (5) years' management experience and a Bachelor's degree in business and/ or public administration and/or a substantially similar field.			
Name of Applicant or Sponsor: City of Oneida Common Council		Telephone: (315) 363-7378	
		E-Mail: slapera@noeidacity.com	
Address: 109 North Main Street			
City/PO: Oneida		State: NY	Zip Code: 13421
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
			YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Are public transportation services available at or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			



Project: Amend Charter re City Manager  
 Date: April 2, 2024

**Short Environmental Assessment Form**  
**Part 2 - Impact Assessment**

**Part 2 is to be completed by the Lead Agency.**

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:	<input checked="" type="checkbox"/>	
a. public / private water supplies?	<input checked="" type="checkbox"/>	
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	

Project:	Amend Charter
Date:	April 2, 2024

**Short Environmental Assessment Form  
Part 3 Determination of Significance**

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

City of Oneida Common Council

April 2, 2024

Name of Lead Agency

Date

Rick Rossi

Mayor

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)

**12. REVOKE CITY MANAGER’S DESIGNATION OF ACTING CITY MANAGER AND ANY OTHER PRIOR DESIGNATIONS OF ACTING CITY MANAGER-DESIGNATE NEW ACTING CITY MANAGER- TERMINATE THE APPOINTMENT OF DOUGLAS SELBY FROM THE INTERIM POSITION OF CITY MANAGER**

**RESOLUTION 24-**

Moved by Councilor  
Seconded by Councilor

**“RESOLVED**, the Oneida City Common Council does hereby revoke the City Manager’s designation of the City Comptroller, Lee Ann Wells, as Acting City Manager, and any other prior designations of Acting City Manager in his absence; **be it further**

**RESOLVED**, that the Common Council does further, in accordance with Section 12.3 of the City Charter, hereby designate Director of Code Enforcement Robert Burnett to the position of Acting City Manager, effective immediately.”

**And**

**RESOLVED**, the Oneida City Common Council does hereby terminate the appointment of Douglas Selby from the interim position of City Manager, effective April 3, 2024.”

Ayes:

Nays:

**MOTION CARRIED**



**NEW BUSINESS**

**PUBLIC COMMENT:**

Motion to adjourn by Councilor  
Seconded by Councilor

Ayes:

Nays:

**MOTION CARRIED**

The regular meeting is hereby adjourned at \_\_\_\_\_ p.m.

**CITY OF ONEIDA**

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Sandra LaPera, City Clerk