



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

AGENDA

Date:	June 18, 2024	Presiding:	Rick Rossi, Mayor
Time:	6:30 p.m.	Clerk:	Sandy LaPera, City Clerk
Location:	Common Council Chambers	Meeting Type:	Regular <input checked="" type="checkbox"/> Special <input type="checkbox"/>

Call to Order/Pledge of Allegiance/Roll Call

PUBLIC HEARING: Local Law to amend Section 3-5 of the Oneida City Code regarding the removal of shopping carts by the Supervisor of Public Works

PUBLIC HEARING: Local Law to amend the City Charter and the City Code regarding appointments by the Mayor

OLD BUSINESS:

REPORTS:

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

Approval of the Minutes: June 4, 2024

Approval of Warrant: 12

Item	Title	Facilitator
1.	MONTHLY REPORTS: receive and place on file the Monthly Reports from the City Clerk, City Engineer, Codes Department, Fire Department, Parks & Recreation Department, and Police Department	CITY CLERK
2.	ADVERTISE FOR BIDS: authorize the Purchasing Agent to advertise for bids for Glenmore Dam Improvements	ROWE
3.	2023 AUDITED FINANCIAL STATEMENTS: receive and place on file the 2023 Audited Financial Statements from Bonadio & Co., LLP	MONAGHAN
4.	REINTRODUCE LOCAL LAW: Reintroduce a Local Law to amend Chapter 17, Section 17-1 of the Code of the City of Oneida and to establish a new chapter regulating the harboring of hens within the City of Oneida Inside	MAYOR

Item	Title	Facilitator
	District and schedule a Public Hearing for Tuesday, July 2, 2024, at 6:30pm, 109 N. Main St.	
5.	AGREEMENT: authorize the Acting City Manager to sign an agreement with the Town of Vernon to perform certain services for the Vernon Center Water District in the operation and maintenance of its water system for a period of one (1) year from the start-up of the water system (TBD)	MONAGHAN
6.	CITY MANAGER SEARCH COMMITTEE: approve a deadline extension to July 1, 2024, to accept applications for the position of City Manager and to authorize the Comptroller to allocate \$2,500 for advertising of said position	MAYOR
7.	ONEIDA RAIL TRAIL: authorize the Director of Parks and Recreation to proceed with Capital Project #24-11-Oneida Rail Trail Improvements	GRIFF
8.	FORESTRY CONTRACTS: authorize the Acting City Manager to sign any and all documents for services retained in connection with the Forestry Management Plan	MONAGHAN
9.	APPROVE BID: approve the lowest bid meeting specifications for Liquid Caustic Soda to Surpass Chemical Company Inc. 1254 Broadway, Albany, NY 12204	MONAGHAN
10.	BUDGET TRANSFERS/AMENDMENTS: approve the Budget Transfers and Amendments as outlined by the Comptroller	WELLS
11.	AGREEMENT: authorize the Acting City Manager to sign an agreement with Kristie Zupan, 7171 Old County Rd., Canastota, for certification classes for Lifeguarding to the public at the Chapman Pool during the months of June, July and August of 2024	GRIFF

NEW BUSINESS:

PUBLIC COMMENT: Limited to 3 minutes

EXECUTIVE SESSION:

- Discuss a personnel matter in the Fire Department and Police Department with no action taken
- Discuss the employment of a particular person in the Planning Department with no action taken

**MINUTES OF THE COMMON COUNCIL
REGULAR MEETING
JUNE 18, 2024**

A meeting of the Common Council of the City of Oneida, NY was held on the eighteenth day of June 2024 at 6:30 p.m. at the Common Council Chambers, 109 N. Main, Oneida, NY 13421.

The meeting was called to order by Mayor Rick Rossi.

Attendees

	Present	Absent	Arrived Late
Mayor Rossi	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
Acting City Manager	<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"/> _____

Supervisors

Matt Roberts	<input type="checkbox"/>	<input type="checkbox"/>
Mary Cavanagh	<input type="checkbox"/>	<input type="checkbox"/>
Brandee DuBois	<input type="checkbox"/>	<input type="checkbox"/>
Michelle Kinville	<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"/>
		Other _____	<input type="checkbox"/>

Call to Order/Pledge of Allegiance/Roll Call

PUBLIC HEARING: A Local Law to Amend Section 3-5 of the Oneida City Code regarding the removal of shopping carts by the Supervisor of Public Works

OPEN PUBLIC HEARING
A LOCAL LAW TO AMEND SECTION 3-5 OF THE ONEIDA CITY CODE REGARDING
THE REMOVAL OF SHOPPING CARTS BY THE SUPERVISOR OF PUBLIC WORKS

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

RESOLVED, that the Public Hearing to amend Section 3-5 of the Oneida City Code regarding the removal of shopping carts by the Supervisor of Public Works be hereby opened at ____p.m.

Ayes:

Nays:

MOTION CARRIED

APPEARANCES

CLOSE PUBLIC HEARING
A LOCAL LAW TO AMEND SECTION 3-5 OF THE ONEIDA CITY CODE REGARDING
THE REMOVAL OF SHOPPING CARTS BY THE SUPERVISOR OF PUBLIC WORKS

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

RESOLVED, that the Public Hearing to amend Section 3-5 of the Oneida City Code regarding the removal of shopping carts by the Supervisor of Public Works be hereby closed at ____p.m.

Ayes:

Nays:

MOTION CARRIED

PUBLIC HEARING: A Local Law to amend the City Charter and the City Code regarding appointments by the Mayor

OPEN PUBLIC HEARING
A LOCAL LAW TO AMEND THE CITY CHARTER AND THE CITY CODE
REGARDING APPOINTMENTS BY THE MAYOR

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

RESOLVED, that the Public Hearing to amend the City Charter and the City Code regarding appointments by the Mayor be hereby opened at ____p.m.

Ayes:

Nays:

MOTION CARRIED

APPEARANCES

CLOSE PUBLIC HEARING
A LOCAL LAW TO AMEND THE CITY CHARTER AND THE CITY CODE
REGARDING APPOINTMENTS BY THE MAYOR

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

RESOLVED, that the Public Hearing to amend the City Charter and the City Code regarding appointments by the Mayor be hereby closed at ____p.m.

Ayes:

Nays:

MOTION CARRIED

REPORTS:

- Mayor's Report
- Supervisor's Report
- Acting City Manager's Report

OLD BUSINESS:

APPROVAL OF MINUTES

Moved by Councilor
Seconded by Councilor

RESOLVED, that the minutes of the regular meeting of June 4, 2024, are hereby approved as presented.

Ayes:

Nays:

MOTION CARRIED

APPROVAL OF WARRANT

Moved by Councilor

Seconded by Councilor

RESOLVED, that Warrant No. 12, checks and ACH payments in the amount of \$368,335.92 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

WARRANT	12
DATE:	June 18, 2024

FUND		PAYMENT NUMBER (S)	- AMOUNT
Capital		4872-4877	\$ 129,309.12
DRI Fund	031	1008	\$ 2,708.75
Liberty Operating Fund	025		
ARPA Fund	030		
Current Funds		74512-74593	\$ 235,841.09
ACH			\$ 476.96

WARRANT #1 TOTAL	\$ 368,335.92
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Oneida, NY

Expense Approval Report

By Fund

Payment Dates 6/5/2024 - 6/18/2024

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
Fund: 001 - GENERAL FUND					
JEROME FIRE EQUIPMENT CO, ..	74550	06/18/2024	Annual cascade maintenance	001.3410.0400.0000	1,000.00
HONEYWELL INC.	74543	06/18/2024	ELECTRICAL AND MECHANICAL...	001.1620.0403.0001	1,576.89
PESTED	74571	06/18/2024	30 HOUR COURSE ND TEST FO...	001.4068.0413.0000	350.00
UNITED AUTO SALES	74582	06/18/2024	PARTS	001.5132.0300.0000	90.22
MARCY HYDRAULICS	74559	06/18/2024	MARCY HYDROLICS	001.5132.0300.0000	134.85
IMAGETREND, INC	74546	06/18/2024	ANNUAL FEE	001.1680.0403.0000	4,980.99
GUNMAG WAREHOUSE	74541	06/18/2024	Glock Gen 5 13-Round Magazi...	001.3120.0204.0000	141.93
SPECTROTEL, INC.	74578	06/18/2024	LONG DISTANCE	001.1680.0403.0000	126.32
ADT Commercial	74514	06/18/2024	ADT FIRE ALARM INSPECTION	001.7140.0403.0000	741.90
TOTAL SOLUTIONS	74580	06/18/2024	MONTHLY SERVICE	001.1680.0403.0000	2,760.66
BUELL FUEL LLC	74527	06/18/2024	DIESEL	001.1640.0402.0000	630.11
JC SMITH, INC.	74547	06/18/2024	pressure washer and wand	001.5132.0303.0000	233.46
NORTHERN NURSERIES, INC	74564	06/18/2024	INFIELD CONDITIONER AND A...	001.7140.0409.0000	756.00
THE PUMP DOCTOR INC	74579	06/18/2024	key fob for gasboy	001.5132.0303.0000	147.87
HUMMELS OFFICE EQUIPMEN...	74545	06/18/2024	BUILDING SUPPLIES	001.1620.0300.0000	524.00
GE SOFTWARE	74539	06/18/2024	GASBOY SOFTWARE	001.5132.0403.0000	80.00
RENTALS TO GO	74573	06/18/2024	PORTABLE JOHN'S FOR VETS ...	001.7140.0403.0000	190.00
RENTALS TO GO	74573	06/18/2024	PORTABLE JOHN'S FOR VETS ...	001.7140.0403.0000	380.00
RENTALS TO GO	74573	06/18/2024	PORTABLE JOHN'S FOR VETS ...	001.7140.0403.0000	190.00
CITY OF SHERRILL	74532	06/18/2024	KENWOOD LIGHT	001.1620.0401.0000	210.28
NYS DEPT OF AGRICULTURE	74567	06/18/2024	beaver management	001.5110.0403.0000	481.38
CIVICPLUS	74533	06/18/2024	8/22/24-8/21/25	001.0001.0481.0000	3,166.13
CIVICPLUS	74533	06/18/2024	8/22/24-8/21/25	001.1680.0403.0000	1,583.07
QUILL CORPORATION	74572	06/18/2024	BIC Blue Pens	001.3120.0300.0000	8.89
QUILL CORPORATION	74572	06/18/2024	Ampad Memo Pads	001.3120.0300.0000	14.90
QUILL CORPORATION	74572	06/18/2024	Zebra Z-Grip Blue Pens	001.3120.0300.0000	24.28
CINTAS CORP	74531	06/18/2024	uniforms dpw	001.5132.0403.0000	293.53
CINTAS CORP	74531	06/18/2024	uniforms dpw	001.5132.0403.0000	292.33
WAYNE DALTON OF SYRACUSE	74591	06/18/2024	repair garage door	001.5132.0300.0000	315.00
TR ENTERPRISES, LLC	74581	06/18/2024	TEST BACKFLOW AT POOL	001.7140.0300.0000	70.00
BUELL FUEL LLC	74527	06/18/2024	DIESEL	001.1640.0402.0000	1,121.48
MADISON COUNTY BAR ASSO...	74557	06/18/2024	4 Partipants for Law Day Lunc...	001.3120.0407.0000	100.00
21st Century Media, LLC	74512	06/18/2024	LEGAL NOTICES	001.1989.0400.0000	390.87
ONEIDA CITY SCHOOL DIST	74569	06/18/2024	MAY COLLECTION	001.0001.0661.0010	40,887.56
ONEIDA CITY SCHOOL DIST	74569	06/18/2024	MAY COLLECTION	001.0001.0661.0011	2,044.38
MADISON COUNTY TREASURER	74558	06/18/2024	MAY COLLECTION	001.0001.0663.0000	28,735.88
JEFF SALERNO ELECTRIC LLC	74548	06/18/2024	ELECTRICAL WORK	001.1620.0300.0000	225.00
JEFF SALERNO ELECTRIC LLC	74548	06/18/2024	Electrical Work	001.3120.0300.0000	175.00
NATIONAL GRID	74563	06/18/2024	ELECTRIC	001.1620.0401.0000	1,762.05
WILLIAM STOREY	74593	06/18/2024	CDL LICENSE	001.5142.0416.0000	22.50
LOWE'S HOME IMPROVEMEN...	74556	06/18/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0409.0000	122.43
LOWE'S HOME IMPROVEMEN...	74556	06/18/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0409.0000	360.10
V & J GRAPHICS INC	74585	06/18/2024	250 time off cards	001.3120.0300.0000	39.75
BUELL FUEL LLC	74527	06/18/2024	DIESEL	001.1640.0402.0000	1,528.49
HONEYWELL INC.	74543	06/18/2024	ELECTRICAL AND MECHANICAL...	001.1620.0403.0001	17,202.00
COOPER ELECTRIC	74535	06/18/2024	electrical supplies for traffic s...	001.3310.0200.0000	51.81
COOPER ELECTRIC	74535	06/18/2024	electrical supplies for traffic s...	001.3310.0200.0000	2.82
COOPER ELECTRIC	74535	06/18/2024	electrical supplies	001.3310.0200.0000	9.42
MGM PARTS DISTRIBUTORS, I...	74561	06/18/2024	Running Central Garage PO	001.1640.0403.0001	46.68
MGM PARTS DISTRIBUTORS, I...	74561	06/18/2024	Running Central Garage PO	001.1640.0403.0001	177.41
MGM PARTS DISTRIBUTORS, I...	74561	06/18/2024	TRUCK AND AUTO PARTS FOR...	001.5132.0300.0000	76.65
MGM PARTS DISTRIBUTORS, I...	74561	06/18/2024	TRUCK AND AUTO PARTS FOR...	001.5132.0300.0000	13.94
MGM PARTS DISTRIBUTORS, I...	74561	06/18/2024	TRUCK AND AUTO PARTS FOR...	001.5132.0300.0000	4.64

Expense Approval Report

Payment Dates: 6/5/2024 - 6/18/2024

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
MGM PARTS DISTRIBUTORS, I...	74561	06/18/2024	TRUCK AND AUTO PARTS FOR...	001.5132.0300.0000	19.38
MGM PARTS DISTRIBUTORS, I...	74561	06/18/2024	FILTERS, AUTO, TRUCK PARTS	001.5132.0303.0000	110.51
MGM PARTS DISTRIBUTORS, I...	74561	06/18/2024	FILTERS, AUTO, TRUCK PARTS	001.5132.0303.0000	145.98
MGM PARTS DISTRIBUTORS, I...	74561	06/18/2024	FILTERS, AUTO, TRUCK PARTS	001.5132.0303.0000	10.37
NYE AUTOMOTIVE GROUP INC.	74566	06/18/2024	Running Central Garage PO	001.1640.0403.0001	70.69
VISTA PRINT	DFT0004784	06/18/2024	100 Custom Post Its	001.3120.0300.0000	330.98
VISTA PRINT	DFT0004784	06/18/2024	250 Custom Magnets	001.3120.0300.0000	24.99
CORNELL UNIVERSITY	DFT0004782	06/18/2024	PESTICIDE MANUAL	001.4068.0300.0000	45.00
WAL-MART, INC.	74590	06/18/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0300.0000	255.74
VERIZON	74587	06/18/2024	TRAFFICE TELEPHONE	001.1680.0403.0000	94.69
LOWE'S HOME IMPROVEMEN...	74556	06/18/2024	Running PO	001.3120.0300.0000	14.25
LOWE'S HOME IMPROVEMEN...	74556	06/18/2024	BUILDING SUPPLIES	001.1620.0300.0000	112.38
MEREDITH LOVELESS	74560	06/18/2024	REFUND	001.0017.2031.0000	110.00
SCOTT CARROLL	74574	06/18/2024	SCORE KEEPER	001.7140.0403.2022	150.00
KYLE LEWIS	74555	06/18/2024	UMPIRES	001.7140.0403.2022	270.00
ATLAS FENCE	74520	06/18/2024	FENCING VANDERBILT ST	001.3650.0400.0001	250.00
LOWE'S HOME IMPROVEMEN...	74556	06/18/2024	BUILDING SUPPLIES	001.1620.0300.0000	30.80
JEFFREY ROWE	74549	06/18/2024	HAY	001.5110.0300.0000	60.00
AMERICAN ELECTRIC POWER	74518	06/18/2024	SOLAR POWER	001.1620.0401.0000	26,486.07
BLISS ENVIRONMENTAL SERVI...	74524	06/18/2024	109 N MAIN ST	001.1620.0403.0001	246.50
BLISS ENVIRONMENTAL SERVI...	74524	06/18/2024	403 SCONONDOA ST	001.1620.0403.0001	109.00
BLISS ENVIRONMENTAL SERVI...	74524	06/18/2024	217 CEDAR ST	001.1620.0403.0001	119.90
BLISS ENVIRONMENTAL SERVI...	74524	06/18/2024	360 N MAIN ST	001.1620.0403.0001	153.00
AT & T MOBILITY	74519	06/18/2024	2 AIR CARDS	001.1680.0403.0000	63.98
NORTHLAND COMMUNICATI...	74565	06/18/2024	PHONE & INTERNET	001.1680.0403.0000	1,096.34
BUELL FUEL LLC	74527	06/18/2024	DIESEL	001.1640.0402.0000	1,279.53
A & P MASTER IMAGES, LLC	74513	06/18/2024	Short Sleeve Polo	001.3120.0317.0000	30.99
A & P MASTER IMAGES, LLC	74513	06/18/2024	1/4 Zip Pullover Sweatshirt	001.3120.0317.0000	40.93
A & P MASTER IMAGES, LLC	74513	06/18/2024	Twill Cap w/personalization	001.3120.0317.0000	35.00
A & P MASTER IMAGES, LLC	74513	06/18/2024	Long Sleeve Polo	001.3120.0317.0000	37.95
A & P MASTER IMAGES, LLC	74513	06/18/2024	Elbeco CX360 Cargo Pants	001.3120.0317.0000	78.80
ALLEGIANCE TRUCKS	74516	06/18/2024	RADIATOR FOR TRUCK 31	001.5132.0300.0000	1,205.93
BLOCKS & ROCKS	74525	06/18/2024	CEMENT, MASON SUPPLIES	001.5110.0314.0000	731.00
BUELL FUEL LLC	74527	06/18/2024	GASOLINE	001.1640.0401.0000	6,615.52
HAYLOR, FREYER & COON INC	74542	06/18/2024	ADD COLLISION TO VEHICLES	001.1910.0400.0000	184.00
ONEIDA OFFICE SUPPLY	74570	06/18/2024	NAME PLATE	001.8664.0401.0000	29.00
VERIZON WIRELESS	74588	06/18/2024	MODEMS	001.1680.0403.0000	76.54
KIME HARDWARE	74553	06/18/2024	SUPPLIES	001.5110.0300.0000	19.95
WHITE FARM SUPPLY INC	74592	06/18/2024	PARTS	001.5132.0303.0000	421.22
WHITE FARM SUPPLY INC	74592	06/18/2024	PARTS	001.5132.0303.0000	83.82
BONADIO & CO LLP	74526	06/18/2024	2023 AUDIT	001.1315.0403.0000	5,400.00
BONADIO & CO LLP	74526	06/18/2024	To move funds to cover the co...	001.1315.0403.0000	269.63
BONADIO & CO LLP	74526	06/18/2024	2023 AUDIT	001.1315.0403.0000	1,230.38
NYE AUTOMOTIVE GROUP INC.	74566	06/18/2024	Running Central Garage PO	001.1640.0403.0001	136.95
DAVIS-ULMER SPRINKLER CO., ..	74536	06/18/2024	SPRINKLER INSPECTION	001.1620.0403.0001	363.00
DAVIS-ULMER SPRINKLER CO., ..	74536	06/18/2024	SPRINKLER INSPECTION	001.1620.0403.0002	350.00
NYE AUTOMOTIVE GROUP INC.	74566	06/18/2024	Running Central Garage PO	001.1640.0403.0001	241.61
CLINTON TRACTOR & IMPLEM...	74534	06/18/2024	TRACTOR PARTS AND LABOR	001.5132.0300.0000	210.00
CLINTON TRACTOR & IMPLEM...	74534	06/18/2024	TRACTOR PARTS AND LABOR	001.5132.0300.0000	261.52
KIEFER	74552	06/18/2024	LIFE GUARD SWIMSUITS	001.7140.0418.2025	479.00
UNITED UNIFORM CO INC	74584	06/18/2024	Munroe uniform items	001.3410.0317.0000	79.50
UNITED UNIFORM CO INC	74584	06/18/2024	Ano uniform items	001.3410.0317.0000	159.00
UNITED UNIFORM CO INC	74584	06/18/2024	Ano uniform items	001.3410.0317.0000	161.21
UNITED UNIFORM CO INC	74584	06/18/2024	Munroe uniform items	001.3410.0317.0000	80.56
UNITED UNIFORM CO INC	74584	06/18/2024	Darling uniform items	001.3410.0317.0000	320.12
ALTA CONSTRUCTION EQUIP...	74517	06/18/2024	parts and repair for Loader	001.5132.0300.0000	485.14
CALLYO 2009 CORP	74528	06/18/2024	Callyo Starter - Up to 5 users	001.1680.0403.0000	2,820.00
Fund 001 - GENERAL FUND Total:					170,894.20
Fund: 002 - WATER					
VERIZON	74586	06/18/2024	VERIZON	002.8300.0401.0000	29.14

Expense Approval Report

Payment Dates: 6/5/2024 - 6/18/2024

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
BLAIR SUPPLY CORP	74523	06/18/2024	BLAIR SUPPLY CORP	002.8300.0302.0000	633.40
BLAIR SUPPLY CORP	74523	06/18/2024	BLAIR SUPPLY	002.8300.0319.0000	1,655.00
BARTON & LOGUIDICE,DPC	74521	06/18/2024	BARTON & LOGUIDICE	002.8300.0403.0000	4,551.00
TOTAL SOLUTIONS	74580	06/18/2024	MONTHLY SERVICE	002.8300.0444.0000	1,104.27
VILLAGE OF ONEIDA CASTLE	74589	06/18/2024	2024-2025 VILLAGE TAX	002.8300.0431.0000	353.96
UNITED RENTALS	74583	06/18/2024	UNITED RENTAL	002.8300.0319.0000	108.00
BENEFACOR FUNDING CORP	74522	06/18/2024	LIFE SCIENCE LABS (WTP)	002.8300.0415.0000	111.24
BENEFACOR FUNDING CORP	74522	06/18/2024	LIFE SCIENCE LABS	002.8300.0415.0000	64.80
SMITH'S HOME DECORATING ...	74577	06/18/2024	SMITHS DECORATING AND FL...	002.8300.0302.0000	140.48
QUILL CORPORATION	74572	06/18/2024	OFFICE SUPPLIES	002.8300.0300.0000	51.79
SLACK CHEMICAL CO	74576	06/18/2024	LIQUID ZINC ORTHO, LIQUID ...	002.8300.0311.0000	29,203.20
NATIONAL GRID	74563	06/18/2024	ELECTRIC	002.8300.0401.0000	18.39
COOPER ELECTRIC	74535	06/18/2024	COOPER ELECTRIC	002.8300.0319.0000	21.46
COOPER ELECTRIC	74535	06/18/2024	COOPER ELECTRIC	002.8300.0319.0000	11.52
MGM PARTS DISTRIBUTORS, I...	74561	06/18/2024	MGM AUTO PARTS (NAPA)	002.8300.0302.0000	2.42
VERIZON	DFT0004783	06/18/2024	TABERG FIOS	002.8300.0401.0000	75.99
CENTRAL NEW YORK WATER ...	74529	06/18/2024	CENTRAL WATER WORKS CON...	002.8300.0413.0000	325.00
LOWE'S HOME IMPROVEMEN...	74556	06/18/2024	LOWES	002.8300.0319.0000	28.46
BLISS ENVIRONMENTAL SERVI...	74524	06/18/2024	BLISS ENVIRONMENTAL SERVI...	002.8300.0319.0000	29.43
MRB GROUP	74562	06/18/2024	MRB GROUP	002.8300.0444.0000	8,599.95
HOWLAND PUMP AND SUPPLY..	74544	06/18/2024	HOWLAND PUMP AND SUPPLY..	002.8300.0319.0000	34.01
WHITE FARM SUPPLY INC	74592	06/18/2024	WHITE FARM SUPPLY INC.	002.8300.0302.0000	66.52
BONADIO & CO LLP	74526	06/18/2024	To move funds to cover the co...	002.8300.0403.0000	134.81
BONADIO & CO LLP	74526	06/18/2024	2023 AUDIT	002.8300.0403.0000	615.19

Fund 002 - WATER Total: 47,969.43

Fund: 003 - SEWER

BARTON & LOGUIDICE,DPC	74521	06/18/2024	MOVE TO 2024 PO03420-R1	003.8110.0400.0001	250.00
TOTAL SOLUTIONS	74580	06/18/2024	Firewall Repalcement	003.8110.0444.0000	1,342.73
TOTAL SOLUTIONS	74580	06/18/2024	MONTHLY SERVICE	003.8110.0444.0000	552.13
EASTERN CROWN INC	74537	06/18/2024	PPE	003.8110.0300.0000	338.60
EASTERN CROWN INC	74537	06/18/2024	SUPERCHLOR	003.8110.0308.0000	1,108.00
EASTERN CROWN INC	74537	06/18/2024	PPE	003.8110.0300.0000	17.75
KOESTER ASSOCIATES, INC	74554	06/18/2024	SOLENOIDS FOR PUMP STATI...	003.8110.0331.0000	707.20
KOESTER ASSOCIATES, INC	74554	06/18/2024	VACUUM PUMP REBUILD	003.8110.0200.0000	464.58
CITY OF SHERRILL	74532	06/18/2024	PUMP STATION	003.8110.0435.0000	125.08
CITY OF SHERRILL	74532	06/18/2024	SKINNER RD	003.8110.0435.0000	17.12
SENECA PLUMBING AND HEAT...	74575	06/18/2024	plumbing and building supplies	003.8110.0300.0000	75.00
SENECA PLUMBING AND HEAT...	74575	06/18/2024	plumbing and building supplies	003.8110.0300.0000	13.20
NATIONAL GRID	74563	06/18/2024	ELECTRIC	003.8110.0401.0000	2,041.02
LOWE'S HOME IMPROVEMEN...	74556	06/18/2024	SUPPLIES	003.8110.0405.0000	129.99
MGM PARTS DISTRIBUTORS, I...	74561	06/18/2024	truck parts	003.8110.0411.0000	14.98
MGM PARTS DISTRIBUTORS, I...	74561	06/18/2024	truck parts	003.8110.0411.0000	41.48
ONEIDA CITY CHAMBERLAIN	74568	06/18/2024	WATER AND SEWER	003.8110.0435.0000	1,024.00
CHARTER COMMUNICATIONS	74530	06/18/2024	BROADWAY PUMP STATION	003.8110.0401.0000	119.98
NORTHLAND COMMUNICATI...	74565	06/18/2024	PHONE & INTERNET	003.8110.0401.0000	376.35
KEMIRA WATER SOLUTIONS, I...	74551	06/18/2024	IRON SALTS	003.8110.0329.0000	6,049.34
GRAINGER INC	74540	06/18/2024	BUILDING SUPPLIES, PARTS A...	003.8110.0200.0000	126.61
KIME HARDWARE	74553	06/18/2024	SUPPLIES	003.8110.0300.0000	19.99
KIME HARDWARE	74553	06/18/2024	SUPPLIES	003.8110.0300.0000	10.49
BONADIO & CO LLP	74526	06/18/2024	2023 AUDIT	003.8110.0403.0000	615.18
BONADIO & CO LLP	74526	06/18/2024	To move funds to cover the co...	003.8110.0403.0000	134.81
KIME HARDWARE	74553	06/18/2024	SUPPLIES	003.8110.0300.0000	50.98

Fund 003 - SEWER Total: 15,766.59

Fund: 005 - CAPITAL

NYSID	4874	06/18/2024	DATA IMAGING	005.8020.0400.0023	34,946.66
PIONEER MANUFACTURING C...	4875	06/18/2024	DIRT MEDIC GROOMER WITH ...	005.7140.0400.0024	2,677.92
EJ USA	74538	06/18/2024	SELF LEVEL FRAME-COVER SS	005.5110.0402.0024	1,087.83
AIR TIME INFLATABLE	74515	06/18/2024	PARK PASSPORT OBSTACLE C...	005.7140.0400.0024	600.00
COOPER ELECTRIC	4873	06/18/2024	Lighting/Cables for Installation	005.3120.0400.0023	58.94
COOPER ELECTRIC	4873	06/18/2024	Lighting/Cables for Installation	005.3120.0400.0023	122.27

Expense Approval Report

Payment Dates: 6/5/2024 - 6/18/2024

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
COOPER ELECTRIC	4873	06/18/2024	Lighting/Cables for Installation	005.3120.0400.0023	58.53
SPORTS LOCKER	4876	06/18/2024	TEES, BASES, PITCHERS PLATE	005.7140.0400.0024	7,244.80
SUIT-KOTE CORP	4877	06/18/2024	CHPS PAVING PROGRAM 2024	005.5110.0402.0024	6,200.00
AXON ENTERPRISES LLC	4872	06/18/2024	Year 2 Axon Payment Quote Q...	005.3120.0401.0023	78,000.00
Fund 005 - CAPITAL Total:					130,996.95
Fund: 031 - DRI					
MRB GROUP	1008	06/18/2024	MOVE PO04981 TO 2024	031.8020.0400.0000	2,708.75
Fund 031 - DRI Total:					2,708.75
Grand Total:					368,335.92

Report Summary

Fund Summary

Fund	Payment Amount
001 - GENERAL FUND	170,894.20
002 - WATER	47,969.43
003 - SEWER	15,766.59
005 - CAPITAL	130,996.95
031 - DRI	<u>2,708.75</u>
Grand Total:	368,335.92

Account Summary

Account Number	Account Name	Payment Amount
001.0001.0481.0000	PREPAIDS, INSURANCE, ...	3,166.13
001.0001.0661.0010	Due to School 2023-2024	40,887.56
001.0001.0661.0011	Due to School 2023-2024..	2,044.38
001.0001.0663.0000	DUE TO COUNTY-TAX LE...	28,735.88
001.0017.2031.0000	REC CENTER REVENUE	110.00
001.1315.0403.0000	CITY AUDIT	6,900.01
001.1620.0300.0000	MAT SUPPLIES	892.18
001.1620.0401.0000	ELECTRIC AND GAS	28,458.40
001.1620.0403.0001	CONTRACTS MB/FD	19,770.29
001.1620.0403.0002	CONTRACTS JC	350.00
001.1640.0401.0000	CENTRAL GASOLINE	6,615.52
001.1640.0402.0000	CENTRAL DIESEL	4,559.61
001.1640.0403.0001	CENTRAL VEHICLE -POLI...	673.34
001.1680.0403.0000	CONTRACTS	13,602.59
001.1910.0400.0000	INSURANCE	184.00
001.1989.0400.0000	PRINTING	390.87
001.3120.0204.0000	Equipment Maint Parts	141.93
001.3120.0300.0000	MAT SUPPLIES	633.04
001.3120.0317.0000	CLOTHING	223.67
001.3120.0407.0000	CHIEF'S EXPENSE	100.00
001.3310.0200.0000	EQUIPMENT	64.05
001.3410.0317.0000	CLOTHING	800.39
001.3410.0400.0000	SCBA	1,000.00
001.3650.0400.0001	DEMOLITION-ENVIRON...	250.00
001.4068.0300.0000	MAT SUPPLIES	45.00
001.4068.0413.0000	TRAINING	350.00
001.5110.0300.0000	MAT SUPPLIES	79.95
001.5110.0314.0000	ROAD MATERIALS	731.00
001.5110.0403.0000	CONTRACTS	481.38
001.5132.0300.0000	DPW MAINTENANCE- RE...	2,817.27
001.5132.0303.0000	GENERAL MATERIALS	1,153.23
001.5132.0403.0000	CONTRACTS	665.86
001.5142.0416.0000	TRAVEL-MEALS	22.50
001.7140.0300.0000	MAT SUPPLIES	325.74
001.7140.0403.0000	CONTRACTS	1,501.90
001.7140.0403.2022	CONTRACTS.ADULT SOF...	420.00
001.7140.0409.0000	EQUIP REPAIR & MAINT.	1,238.53
001.7140.0418.2025	POOL.SWIM REC/INST/S...	479.00
001.8664.0401.0000	MATERIALS AND SUPPLI...	29.00
002.8300.0300.0000	MAT SUPPLIES	51.79
002.8300.0302.0000	EQUIPMENT MAINTENA...	842.82
002.8300.0311.0000	PHOSPHATES	29,203.20
002.8300.0319.0000	GENERAL MAINTENANCE	1,887.88
002.8300.0401.0000	UTILITIES	123.52
002.8300.0403.0000	CONTRACTS	5,301.00
002.8300.0413.0000	TRAINING	325.00
002.8300.0415.0000	LAB TESTING	176.04
002.8300.0431.0000	TAXES	353.96

Account Summary

Account Number	Account Name	Payment Amount
002.8300.0444.0000	OFFICE TECHNOLOGY EX...	9,704.22
003.8110.0200.0000	EQUIPMENT	591.19
003.8110.0300.0000	MAT SUPPLIES	526.01
003.8110.0308.0000	CHLORINE	1,108.00
003.8110.0329.0000	LIQUID IRON SALTS	6,049.34
003.8110.0331.0000	PUMP STATIONS	707.20
003.8110.0400.0001	OTHER EXPENSE-PROFES...	250.00
003.8110.0401.0000	UTILITIES	2,537.35
003.8110.0403.0000	AUDIT CONTRACTS	749.99
003.8110.0405.0000	BUILDING MAINTENANC...	129.99
003.8110.0411.0000	VEHICLE MAINTENANCE	56.46
003.8110.0435.0000	PAYMENTS OTHER CO...	1,166.20
003.8110.0444.0000	OFFICE TECHNOLOGY EX...	1,894.86
005.3120.0400.0023	Police RVC Grant Expen...	239.74
005.3120.0401.0023	2023 Police BWC Axon G...	78,000.00
005.5110.0402.0024	2024 CHIPS Paving Progr...	7,287.83
005.7140.0400.0024	2024 Rec Grant/Passport...	10,522.72
005.8020.0400.0023	2023 -Planning LGRMIF ...	34,946.66
031.8020.0400.0000	DRI-HCR BAF - Consultan...	2,708.75
	Grand Total:	368,335.92

Project Account Summary

Project Account Key	Payment Amount
None	368,335.92
Grand Total:	368,335.92

1. **MONTHLY REPORTS**

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

RESOLVED, that Monthly Reports from the City Clerk, City Engineer, Codes Department, Fire Department, Parks and Recreation Department, and Police Department are hereby received and placed on file.

Ayes:

Nays:

MOTION CARRIED

2. ADVERTISE FOR BIDS-GLENMORE DAM IMPROVEMENTS

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

RESOLVED, to authorize the Purchasing Agent to advertise for bids for Glenmore Dam Improvements.

Ayes:

Nays:

MOTION CARRIED

3. 2023 AUDITED FINANCIAL STATEMENTS

RESOLUTION 24-

Moved by Councilor

Seconded by Councilor

RESOLVED, to receive and place on file the 2023 Audited Financial Statements from Bonadio & Co., LLP, 432 North Franklin Street, #60, Syracuse, NY 13204.

Ayes:

Nays:

MOTION CARRIED

CITY OF ONEIDA, NEW YORK

**Communication of Management Letter Comments
For the Year Ended December 31, 2023**

Bonadio & Co., LLP
Certified Public Accountants

May 31, 2024

City of Oneida, New York
Honorable Mayor Rick Rossi and City Management:

In planning and performing our audit of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Oneida, New York (the City) as of and for the year ended December 31, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered the City's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

However, during our audit, we became aware of several matters that are opportunities for strengthening internal controls and operating efficiency. The list that accompanies this letter summarizes our comments and suggestions regarding those matters. This letter does not affect our report dated May 31, 2024, on the financial statements of the City of Oneida, New York.

We will review the status of these comments during our next audit engagement. We have already discussed these comments and suggestions with various City personnel, and we will be pleased to discuss these comments in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

Bonadio & Co., LLP

432 North Franklin Street, #60
Syracuse, NY 13204
p (315) 476-4004
f (315) 254-2384

www.bonadio.com

CITY OF ONEIDA, NEW YORK

COMMUNICATION OF MANAGEMENT LETTER COMMENTS

1) **Observation:**

Currently there are long-standing balances reported in the Community Development Fund that exist without any documentation to support the status or collectability related to various Revolving Loans and Façade Loans.

Recommendation:

We recommend a process be put in place to review these long-standing balances and determine potential for collectability. In the event it is determined these balances that remain related to the Revolving Loans and Façade Loans were formally forgiven and/or collection efforts will not commence, entries should be recorded to the general ledger to reflect such write-off. Any formal decisions made should be documented and retained.

2) **Observation:**

Currently the City Chamberlain's Office maintains a module identifying each parcel of property on the tax roll, in conjunction with property tax rates and balances owed. During the course of the year ending December 31, 2023 Common Council became aware of long-standing receivables in the amount of \$550,590.81 that were no longer collectible, and authorized the write-off of \$251,405.15. Based upon generally accepted accounting principles, the full \$550,590.81 has been written off in the general ledger, however, the module maintained detailing activity by individual parcel does not necessarily reflect authorized write-offs and balances owed, or in this case, no longer owed.

Furthermore, during the course of the audit, it was determined and agreed to by City personnel, that there is potentially an additional \$177k of receivables from the years 2019-2021 that may require write-off, and as a result, an allowance for uncollectibles has been recorded and reflected in the general ledger. Lastly, as customarily recorded in past years, management recorded a 5% allowance on remaining property tax receivables as of December 31, 2023, to allot for any potential future collection issues.

Recommendation:

Based upon the above matters, we recommend the following action items during the course of the 2024 calendar year:

- The City Chamberlain should remove individual balances owed from the module used to identify each parcel of property on the tax roll to ensure balances are accurately reflected for each individual parcel and agree to the total authorized amounts written off.
- The City Chamberlain should review the remaining \$177k in receivables from the years 2019-2021 and once confirmed for accuracy, put forth for formal resolution by the Common Council to write off said amounts.

Recommendation (Continued):

- The City Chamberlain and Comptroller should collaborate to determine if the 5% allowance continues to be an appropriate methodology for recording an allowance against outstanding receivables at year end. Factors to consider should include historical data and the Chamberlain's intent to acquire delinquent properties going forward.

May 31, 2024

To the Common Council of the
City of Oneida, New York:

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Oneida, New York (the City) for the year ended December 31, 2023. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards* and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter dated December 14, 2023. Professional standards also require that we communicate to you the following information related to our audit.

SIGNIFICANT AUDIT MATTERS

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statements. The City changed accounting policies related to financial reporting guidance and reporting format by adopting the following Statement of the Government Accounting Standards Board (GASB) during the year ended December 31, 2023:

GASB Statement No. 96, Subscription-Based Information Technology Arrangements (SBITAs). Statement No. 96 enhances the relevance and financial reporting in a consistent manner as it relates to SBITAs. As fully described in Footnote 12, the adoption of this standard did not have an effect on the beginning net position or fund balance as of January 1, 2023.

We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

Management's estimate of depreciation recorded in the government-wide statements is based on the estimated useful lives of the related assets.

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www.bonadio.com

SIGNIFICANT AUDIT MATTERS (Continued)

Management's estimate of compensated absences is based upon the probability that benefits will result in termination payments for sick leave.

Management's estimate of the net pension asset, deferred outflows, net pension liability, and deferred inflows are based upon actuarial information from audited financial statements of the pension plan.

Management's estimate of other postemployment benefit liabilities are based upon actuarial information provided.

Management's allowance for connected property taxes.

We evaluated the key factors and assumptions used to develop these estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. We have attached entries recorded related to the property taxes write-off, allowance, and necessary adjustments to deferred tax revenue. See *Attachment I*.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management as of the date of the Independent Auditor's Report.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

SIGNIFICANT AUDIT MATTERS (Continued)

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

OTHER MATTERS

We applied certain limited procedures to Management's Discussion and Analysis, Budgetary Comparison Schedules, Schedule of Changes in Total Other Postemployment Benefit Liability and Related Ratios, Schedule of Proportionate Share of Net Pension Liability (Asset), and Schedule of Contributions - Pension Plan, which are required supplementary information (RSI) that supplement the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining fund financial statements (supplementary information), which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

RESTRICTION ON USE

This information is intended solely for the use of the Common Council and management of the City of Oneida, New York and is not intended to be and should not be used by anyone other than these specified parties.

Bonadio & Co., LLP

City of Oneida, New York

Adjusting Journal Entries – Property Taxes, Allowances, and Deferred Revenue Adjustments
December 31, 2023

Adjusting Journal Entries JE # 27

To record an allowance for \$177,531 for 2019-2021 for property taxes receivable

001.0010.1001.0000 REAL PROPERTY TAX	177,531.00	
001.0001.0321.0000 ALLOWANCE FOR UNCOLLECTABLE TAX SALES		177,531.00
Total	177,531.00	177,531.00

Adjusting Journal Entries JE # 28

To record the current year 5% allowance based upon historical trends and management

001.0010.1001.0000 REAL PROPERTY TAX	45,280.00	
001.0001.0321.0000 ALLOWANCE FOR UNCOLLECTABLE TAX SALES		45,280.00
Total	45,280.00	45,280.00

Adjusting Journal Entries JE # 29

To reduce deferred revenue for the initial change in the 5% allowance as calculated by management followed by the adjustment to deferred revenue to match AR

001.0001.0694.0000 DEFERRED TAX REVENUE	165,942.00	
001.0001.0694.0000 DEFERRED TAX REVENUE	179,613.00	
001.0010.1001.0000 REAL PROPERTY TAX		165,942.00
001.0010.1001.0000 REAL PROPERTY TAX		179,613.00
Total	345,555.00	345,555.00

Adjusting Journal Entries JE # 30

To reduce actual property tax revenue to actual per levy. The reason the actual revenue increased based upon previous entries, was to reduce the deferred inflow to match the receivable. This should be applied to the write-off recorded.

001.0010.1001.0000 REAL PROPERTY TAX	123,434.00	
001.1364.0406.0000 Write off of Tax Sale Per Common Council res		123,434.00
Total	123,434.00	123,434.00

4. **REINTRODUCE A LOCAL LAW AMENDING SECTION 17-1 OF THE CODE OF THE CITY OF ONEIDA AND ESTABLISHING A NEW CHAPTER REGULATING THE HARBORING OF HENS WITHIN THE CITY OF ONEIDA INSIDE DISTRICT**

RESOLUTION 24-

Moved by Councilor

Seconded by Councilor

WHEREAS, by Resolution 24-31, the City of Oneida Common Council introduced a proposed Local Law amending Section 17-1 of the Oneida City Code and establishing a new Chapter 71 to regulate the harboring of hens within the City of Oneida; and

WHEREAS, the Common Council completed its environmental review of the proposed action in accordance with New York State Environmental Quality Review Act (SEQRA) on February 6, 2024, having classified the action to be an Unlisted Action and rendering a negative declaration; and

WHEREAS, a public hearing on the proposed local law was held on February 20, 2024, and May 21, 2024; and

WHEREAS, in response to public comment and concerns expressed, a special committee was convened to evaluate the regulations to be adopted to properly harbor hens and recommendations from the committee were received and incorporated; and

WHEREAS, upon receipt of additional comment from the public, the Common Council does desire to introduce a further revised local law that amends Section 17-1 of the Oneida City Code and establishes a new Chapter 71 to regulate the harboring of hens within the City of Oneida Inside District, which incorporates the concerns expressed by the public.

NOW, THEREFORE, it is

RESOLVED AND DETERMINED, that the Common Council shall conduct a public hearing as to the enactment of the proposed Local Law, as revised, at the Oneida City Hall located at 109 North Main Street, Oneida, New York on July 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, that 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:

Nays:

MOTION CARRIED

**"A Local Law Amending Section 17-1 of the City Code and Establishing
a New Chapter Regulating the Harboring of Hens Within the City of Oneida Inside District**

BE IT ENACTED by the Common Council of the City of Oneida as follows:

Section 1.

So that the definition of "Domestic Animal" set forth in Section 17-1 of Chapter 17 of the City Code, titled "Animals," is hereby amended so as to read, in its entirety, as follows:

"DOMESTIC ANIMAL – Includes domesticated sheep, horses, cattle, goats, swine, ducks, geese, turkeys, and game birds raised in confinement under permit or license from the State Department of Environmental Conservation; "hens" are specifically excluded from the definition of "domestic animal" and are subject to regulation pursuant to Chapter 71."

Section 2.

The Code of the City of Oneida is hereby amended to include a new Chapter 71, titled "Harboring of Hens," which shall read as follows:

"Chapter 71. Harboring of Hens within the Inside District

§71-1 Legislative Findings and Intent.

The Common Council of the City of Oneida hereby finds that the keeping of hens can play a role in ensuring a source of local food and a sustainable environment, but that the improper maintenance of hens in residential neighborhoods within the Inside District may cause nuisances to nearby residential properties and can create conditions which are unsanitary and unsafe. Therefore, it is the intent of the Common Council, pursuant to Article IX of the New York State Constitution, Article 18 of the General Municipal Law and Sections 10 and 20 of the Municipal Home Rule Law of New York State, to permit and regulate the keeping of hens within the City of Oneida Inside District. This Local Law shall allow the harboring of small flocks of hens subject to permit, by residents of single-family dwellings within the Inside District, which are not otherwise defined as or used for agricultural farming uses. The conditions imposed by this Local Law are intended to facilitate the harboring of hens in a manner that is consistent with the residential character of the City and so as to not cause or contribute to nuisances, pollution or otherwise adversely impact neighboring property owners in any way.

§71-2 Definitions.

COMMUNITY SERVICE OFFICER – City of Oneida Community Service Officer, or his/her duly authorized representative.

COOP – A permanent or mobile structure that is designed to shelter hens from the weather and predators and has a maximum size of 72 square feet if the property is less than one acre and a maximum of 144 square feet for properties equal to or greater than one acre.

HEN – Any female chicken also scientifically known as a female Gallus domesticus.

NEIGHBOR – Any property owner or resident contiguous of the property to be affected by said appeal.

RUN – An enclosed, covered area for chickens to roam and eat.

CITY – City of Oneida.

INSIDE DISTRICT – The area of the City bounded by a line beginning at the point where the Conrail tracks cross Oneida Creek just south of the New York State Thruway, thence westerly along the Conrail tracks to the point where an extension of the west inside/outside corporation line intersects, thence southerly along the inside/outside corporation line to Genesee Street (New York State Route 5), thence easterly along Genesee Street to the point where the same crosses Oneida Creek, thence northerly along Oneida Creek to its starting point.

§71-3 Permit required.

It shall be unlawful for any person, association, group or organization within the limits of the Inside District of the City to harbor hens without first having obtained, paid for and having in force and affect, a valid, current permit. Roosters (male chickens) are prohibited within the City.

§71-4 Permit application and approval process.

- A. Any person, association, group or organization, interested in harboring hens within the City limits must submit a completed "Harboring of Hens Permit Application" to the Office of the City Clerk.
- B. With the "Harboring of Pens Permit Application," the applicant shall submit: (1) a site plan depicting the property in its current condition and the location of the proposed Coop and Run with a minimum setback distance of ten (10) feet from the side and rear yards, unless the property is enclosed with a privacy/ stockade fence, whereupon the Coop and Run may be situated against the fence structure; and (2) an application fee as prescribed by resolution of the Common Council. Upon submission of an Application with a site plan and application fee, the application, once deemed complete, shall be provided to the Community Service Officer, who shall arrange for a site inspection of the property within two (2) weeks of such Application having been deemed complete.
- C. A permit allowing hens to be harbored may be issued by the City Clerk upon confirmation by the Police Department/Community Service Officer that a site inspection of the property was performed and adequate space exists for the proposed Coop and Run. Upon issuance of a permit and payment of the permit fee, as prescribed by resolution of the Common Council, a follow-up inspection of the Coop and Run shall be performed by the Community Service Officer to confirm compliance with this Chapter.
- D. The permit shall initially be valid for a period of one year, and the cost of such permit for the first shall be included in the application fee. Subsequent renewals of the permit shall be valid for a period of three (3) years. Every permit application shall require an inspection.

§71-5 Permit conditions.

- A. The harboring of hens shall only be permitted on an owner-occupied parcel with a single-family residential unit situated thereon within the Inside District, which

parcel is not otherwise defined as or used for agricultural farming purposes. If the property for which the permit is requested cannot adhere to all City building setback requirements and construction guidelines, as outlined in §71-6 of this Law, or if the property's lot size does not permit compliance with the dimensional requirements for the Coop and Run, then a permit shall not be granted.

- B. Hens must be kept either in a Coop and a Run that complies with the requirements set forth in §71-6 of this Chapter or a fenced enclosure that is covered or of sufficient height to prevent chickens from flying out with access to a Coop. Chickens are not allowed to run free or at large anytime, from the Coop or Run.
- C. The maximum number of hens to be harbored shall, at no time, exceed 12 on parcels that are less than one (1) acre. On parcels that are equal to or exceed one acre, the maximum number of hens to be harbored shall, at no time, exceed 24.
- D. Commercial operations are prohibited. This includes but is not limited to the sale and advertisement of eggs and hens on the property.
- E. The outdoor slaughtering of hens is prohibited.
- F. Feed for the hens must be kept in covered, fastened containers that cannot be accessed by rodents or pests.
- G. Hen manure and bedding must be managed so as to minimize odors and not attract rodents and pests. On-site accumulation of treated or untreated hen manure and bedding is prohibited.

§71-6 Coop and Run and enclosure requirements and restrictions.

- A. The Coop shall be enclosed on all sides with walls (with or without windows), a roof and an entrance.
- B. The Coop shall be well ventilated. The minimum Coop size shall be four (4) square feet of space for each hen. The Run is not included in this calculation.
- C. A Run shall provide ten (10) square feet of space for each hen. Runs shall be fenced and covered.
- D. Coops and Runs may only be located in the rear yard of the property. Coops must be situated a minimum setback distance of ten (10) feet from the side and rear yards, unless the property is enclosed with a privacy/ stockade fence, whereupon the Coop and Run may be situated against the fence structure.
- E. The Coop and Run shall be kept clean, dry and sanitary. Hen manure and soiled bedding shall be removed at a minimum of once a week. The accumulation of hen manure and bedding may result in noncompliance and the revocation of the permit. Chicken waste shall not be composted or mulched on site.
- F. The Coop and Run must be maintained and be kept structurally sound and in good repair. Only one Coop and one Run are allowed on any parcel.

§71-7 Enforcement and permit revocation.

- A. This Chapter shall be enforced by the Community Service Officer. The Community Service Officer shall establish such procedure and make such inspections as are necessary to carry out their duties in the administration and enforcement of this Chapter.
- B. Any resident or property owner may file with the Community Service Office a written, signed complaint alleging a violation of this Chapter. The receipt of such a complaint shall result in a site visit by the Community Service Officer and an inspection of the property to determine if there exists a violation(s) of the permit.
- C. If the Community Service Officer determines that a violation of this Chapter exists, the permit holder shall be notified of the nature of the violation(s) and shall have 30 days to correct the violation(s). Failure to correct the violation(s) in the time provided may result in the revocation of the permit and the removal of the hens.
- D. In addition to a determination that the terms and conditions of a permit have been violated, a permit may be revoked for any of the following reasons:
 - 1. hens are found outside of the Coop, Run and/or the fenced enclosure;
 - 2. the Community Service Officer determines that a public nuisance exists or there is a violation of this Chapter;
 - 3. predators or pests have become a nuisance to the property or surrounding area; and
 - 4. the Community Service Officer determines that the hens have been abandoned.
- E. Any person or persons who violate or cause to be violated any provision of this Chapter shall, upon conviction for such violation, be subject to a fine not to exceed \$250, imprisonment not to exceed 15 days, or both, for each such violation; and every week (seven days) that said violation continues shall constitute a separate and additional violation.
- F. If a permit holder's permit is revoked, the permit holder shall be responsible to rehome the hens at their expense, remove the Coop and Run from the property, and shall be prohibited from applying for another permit."

Section 3. Validity and Severability

Should any section or provision of this Law be deemed invalid or unconstitutional, such decision shall not be held to invalidate or impair the validity, force or affect any other provision of this Law.

Section 4. Effective Date

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

5. AGREEMENT-VERNON CENTER MAINTENANCE AGREEMENT

RESOLUTION 24-

Moved by Councilor

Seconded by Councilor

RESOLVED, to authorize the Acting City Manager to sign an agreement with the Town of Vernon to perform certain services for the Vernon Center Water District in the operation and maintenance of its water system for a period of one (1) year from the start-up of the water system (TBD).

Ayes:

Nays:

MOTION CARRIED

VERNON CENTER MAINTENANCE AGREEMENT

THIS AGREEMENT, MADE THIS ____ DAY OF _____ 2024,
by and between the CITY OF ONEIDA, a municipal corporation located in the County of Madison, State of New York, and hereinafter referred to as the "CITY," and the VERNON CENTER WATER DISTRICT, by and through the Town Board of the Town of Vernon, County of Oneida, State of New York, hereinafter referred to as the "DISTRICT,"

WHEREAS the parties have agreed that the CITY will perform certain services for the DISTRICT in the operation and maintenance of its water system; and

WHEREAS the parties wish to reduce to writing the agreement between themselves; and NOW,

THEREFORE, IT IS MUTUALLY HEREBY COVENANTED AND AGREED as follows:

1. The CITY shall take chlorine residual samples three (3) days/per week on Monday, Wednesday, and Friday, and shall record the testing on the water system operation report.
2. The CITY shall obtain and test one (1) bacteriological sample monthly.
3. The CITY shall prepare monthly operations reports and submit the reports to the Oneida County Health Department and the DISTRICT.
4. The CITY will inspect and maintain (1) booster pump station for the DISTRICT, exclusive of materials and parts. Any parts and the cost and expense of acquiring and delivery of the same with respect to the inspection and maintenance of the booster pump station shall be the exclusive responsibility of the DISTRICT which shall pay within 30 days of being billed, therefore.
5. The CITY shall ensure proper ongoing operations of the booster pump station and that chlorine levels are satisfactory. The CITY shall replenish expendable chemicals and adjust monitoring and dosing equipment as required for proper operation. The CITY shall be reimbursed for the Chlorine replenishment based on the cost-plus ten percent (10%). The City shall bill the DISTRICT within 30 days. Payment shall be due within thirty (30) days.
6. The CITY shall make emergency repairs and replacements or factory servicing to the components of the booster pump station and/or water distribution system as called for during the term of this agreement. The CITY shall be reimbursed for the labor, materials, and equipment for such emergency repairs and replacements in the amount of cost-plus ten percent (10%). The CITY shall bill the DISTRICT for such repair services within the month that such work is completed. Payment shall be due within thirty (30) days.
7. The DISTRICT will own and make available to the CITY an HDPE repair kit, including necessary equipment and supplies required to make repairs to a leaking or damaged water main and water service lines as deemed necessary by the CITY.
8. Non-emergency repairs, relocations, adjustments, and new installations shall be made by the CITY to the water system of the DISTRICT, including the pump station and its components, upon providing the DISTRICT with a written estimate for the work based upon labor, materials, and equipment plus ten percent (10%), and acceptance thereof by the DISTRICT. The CITY shall bill the DISTRICT for such services within the month that such work is completed. Payment shall be due within thirty (30) days.

VERNON CENTER MAINTENANCE AGREEMENT

9. The CITY shall locate and mark the underground water facilities in the DISTRICT when required pursuant to Industrial Code Rule 753. The CITY will bill the DISTRICT for such services.
10. The CITY shall flush the mains of the DISTRICT in accordance with the CITY flushing program. The CITY shall provide notification of the scheduled day(s) of flushing to the DISTRICT. The CITY will bill the DISTRICT for such services.
11. The CITY shall annually inspect and winterize the hydrants of the DISTRICT. The DISTRICT shall notify the CITY within twenty-four (24) hours after a hydrant is used, found defective or damaged in the DISTRICT. The CITY shall re-winterize and inspect any hydrant used during the year. The CITY will bill the DISTRICT for such services.
12. The DISTRICT shall have its hydrants promptly and regularly cleared of snow, grass, or other debris at the DISTRICT expense.
13. Unless reimbursement for services is otherwise enumerated herein, the CITY shall perform the services for the DISTRICT for the annual sum of \$ 12,500. Please see item # 14 for those items that are not covered by this amount.
14. Services not covered by this agreement will be billed as per diem. Prices for billing can be found on the Oneida Water Systems Blue Sheet.
 - Failed Bacteriological Sample that will require additional sampling.
 - Water Operators additional time required to transport and replenish the Chlorine for the pump station.
 - Call outs for UFPO markings
 - Flushing of the water mains.
 - The winterizing of the fire hydrants
15. The CITY shall bill the DISTRICT for the above sum, exclusive of repeat and additional bacteriological samples which shall be billed in the half-year obtained, one-half thereof on June 1, 2024, and one-half thereof on December 1, 2024, which said sum shall be paid within 30 days of billing.
16. That by this agreement the CITY undertakes only to perform the services set forth herein and the DISTRICT retains the full responsibility for the operation of the water system. The CITY does not guarantee, nor shall it be responsible or liable for, any failure to deliver to the customers of the DISTRICT water with respect to either quantity or quality. The DISTRICT agrees to indemnify, defend and hold harmless the CITY, its officers, agents, and employees, from and against any and all claims, including reasonable attorney's fees, that may arise from the CITY'S performance under this agreement, except claims which are the result of the CITY'S negligence or breach of contract. The DISTRICT agrees to provide and thereafter continue to keep in full force and effect insurance protecting and indemnifying the CITY from all liability or claims for injury or damage to third persons or property because of actions of the CITY, excepting the active negligence of the CITY. The CITY shall provide evidence of the same insurance set forth in paragraph 15 below, insuring the CITY and naming the DISTRICT as additional insured.

VERNON CENTER MAINTENANCE AGREEMENT

17. Liability and property damage insurance policies shall have limits of not less than:

Bodily Injury Liability	Each Person	\$1,000,000.00
	Each Occurrence	\$2,000,000.00
Property Damage Liability	Each Accident	\$1,000,000.00
	Aggregate	\$2,000,000.00

18. The DISTRICT and the CITY shall provide one another with endorsements and a Certificate of Insurance throughout the term of this agreement demonstrating such coverage. Endorsements shall designate the CITY and the DISTRICT as additional insured in the above amounts for the duration of this agreement and shall provide that the CITY and the DISTRICT shall receive 15 days prior written notice of any change or cancellation of such policies.
19. This agreement and all terms, conditions, and stipulations thereof, shall continue and remain in full force and effect for the period of one (1) year from the start-up of the Town of Vernon water system.
20. This agreement may not be amended or modified in any manner except by an instrument in writing signed by the Parties.
21. In the event any provision hereof shall be held for any reason to be illegal, invalid, or unenforceable, such provisions shall be considered severable, and the illegality, invalidity or unenforceability of any provision shall not affect the validity of any other provision, which shall continue in full force and effect, provided that the unenforceable or invalid provision is not material to the overall purpose or operation of this agreement. If necessary, to make the agreement legal, valid and enforceable, the Parties shall meet to confer upon a written amendment or modification to the agreement.
22. The waiver by either party of a breach of any provision contained herein shall be in writing and shall in no way be construed as a waiver of any succeeding breach of such provision or the waiver of the provisions itself.
23. Neither party may assign, delegate, or otherwise transfer any of its rights or obligations under this agreement without the prior written consent of the other party.
24. This agreement contains the sole and entire agreement of the Parties with respect to the subject matter hereof and no oral statement or written matter prior to the date of the agreement shall have any force or effect.
25. This agreement shall be deemed to have been executed and delivered in the State of New York and shall be governed by and construed in accordance with the laws of the State of New York, without reference to choice of law rules or principles. All disputes arising out of this agreement shall be resolved by a court of competent jurisdiction in the State of New York.

VERNON CENTER MAINTENANCE AGREEMENT

26. IN WITNESS WHEREOF, most of the Board of Water Commissioners of the City of Oneida has, pursuant to a resolution of said Board, duly executed this contract, and the City of Oneida has caused its corporate seal to be affixed hereto and these presents to be signed by its duly authorized officers, the day and year first above written.

THE CITY OF ONEIDA, NEW YORK

SEAL

BY _____
John Monaghan, Acting City Manager

THE TOWN OF VERNON, NEW YORK

BY _____
Randy Watson, Town Supervisor

SEAL

VERNON CENTER MAINTENANCE AGREEMENT

STATE OF NEW YORK)
COUNTY OF MADISON):ss

On the _____ day of _____, 2024 before me the undersigned, personally appeared JOHN MONAGHAN, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity as Acting City Manager of the CITY OF ONEIDA, and that by his signature on the instrument, the individual or the person upon which the individual acted, executed the same.

Notary Public

STATE OF NEW YORK)
COUNTY OF ONEIDA):ss

On the _____ day of _____, 2024 before me the undersigned, personally appeared RANDY WATSON, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity as Supervisor of the TOWN OF VERNON, and that by his signature on the instrument, the individual or the person upon which the individual acted, executed the same.

Notary Public

STATE OF NEW YORK)
COUNTY OF MADISON):ss

On the _____ day of _____, 2024 before me the undersigned, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individuals whose name is subscribed to the within instrument and acknowledged to me that they executed the same in their capacity as Members of the Water Commission, and that by their signature on the instrument, the individual or the person upon which the individual acted, executed the same.

Notary Public

6. CITY MANAGER SEARCH COMMITTEE-DEADLINE EXTENSION

RESOLUTION 24-

Moved by Councilor

Seconded by Councilor

RESOLVED, to approve a deadline extension to July 1, 2024, to receive applications for the position of City Manager in accordance with the terms outlined in Resolution 24-90 that was approved by the City of Oneida Common Council on April 16, 2024; **and be it further**

RESOLVED, to authorize the Comptroller to allocate \$2,500 to cover advertising fees for said extension.

Ayes:

Nays:

MOTION CARRIED

7. **CAPITAL PROJECT # 24-11-ONEIDA RAIL TRAIL IMPROVEMENTS**

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

RESOLVED, to authorize the Director of Parks and Recreation to proceed with Capital Project # 24-11-Oneida Rail Trail Improvements.

Ayes:

Nays:

MOTION CARRIED

CITY OF ONEIDA

Capital Project Estimate-2024

Capital Project# 24-11

Department: *Parks and Recreation – General Fund*

Project Title: Oneida Rail Trail Improvements

Project Location: Allen Park, ORT from Sayles St to Broadway St., ORT from Sconondoah St to Lenox Ave/Stevens St.

Purpose of Project: Improve ORT surface

Anticipated Completion: Summer 2024

Total Project Cost: \$20,000

Expected Funding Source

Fund Balance: \$8,000.00 *ARPA*

Serial Bond:

State/Federal Aid:

Grant: \$12,000

8. FORESTRY CONTRACTS-FORESTRY MANAGEMENT PLAN

RESOLUTION 24-

Moved by Councilor

Seconded by Councilor

RESOLVED, to authorize the Acting City Manager to sign any and all documents associated with services rendered by those listed below in connection with the Forestry Management Plan:

Murphy Forest Management Phase I
3889 Pratt Drive
Oneida, NY 13421

F & W Forestry Phase II
80 Park Street, Suite 4
Tupper Lake, NY 12986

Ayes:

Nays:

MOTION CARRIED

FORESTRY SERVICES CONTRACT

Contract between **F&W Forestry Services, Inc.**, whose address is **80 Park Street, Suite 4, P.O. Box 1002, Tupper Lake, NY 12986**, hereinafter called F&W

and

City of Oneida, whose mailing address is **109 N. Main St., Oneida, NY 13421**, hereinafter called the OWNER.

1. Contract Date: June 10, 2024 to June 30, 2025 or until the expiration of any Timber Sale Agreements.

Contract terms:

A. F&W agrees to provide forestry services on parcels of watershed lands in Oneida County, N.Y., with tax map designations 56-1-13, 74-1-8, 74-1-6.1, 75-1-1, 93-2-19, 111-1-13, 112-1-39.1, 112-1-43.

- To prepare a Forest Management Plan on two major watershed areas totaling approximately 1,200 acres. This inventory project will be split into two phases; the inventory portion will be first with the majority of the officework following. The Plans will include re-inventory of all stands, update mapping and work schedule, provide summary of stand descriptions, assess for updates to wetlands, rare, threatened, or endangered species, and provide forest management recommendations.
- To prepare a timber sale on the above lands. F&W will designate stands to be treated, trees to be removed, layout the site for operations, provide recommendations to Owner on proposed Buyers and Contractors, prepare a Timber Sale Agreement, collect and hold performance bond to ensure contract compliance, and supervise the active harvest as well as site remediation.
- To notify OWNER upon completion of work.

B. OWNER agrees to:

- Pay F&W: A flat fee of \$4,371.00 for "phase two" of the Forest Management Plan upon submission.
- Pay F&W: A commission of 15% of gross proceeds on OWNER approved log/timber sales.
- Payments to be made as invoiced.

3. Hold Harmless: F&W agrees that he will hold OWNER harmless from all claims and expenses incurred by F&W, his employees, agents, or subcontractors in connection with F&W performance of this Contract.

4. Insurances: F&W agrees to carry Workers Compensation Insurance and any other insurance as required by law or requested by OWNER in connection with this Contract.

5. Signatures

OWNER

Water Superintendent, City of Oneida

DATE

F&W

Thomas Gilman

Thomas Gilman, CF – Regional Manager

DATE

June 10, 2024



June 7, 2024

PROPOSAL FOR FORESTRY SERVICES

FORESTLAND OWNER:

City of Oneida
109 N. Main St.
Oneida, NY 13421
Attn: John Monaghan, Water Superintendent

LOCATION OF SERVICES: Watershed Lands (+/- 1,019 acres of woodland)
Oneida County, New York

- Tax Map ID #'s: 56-1-13, 74-1-8, 74-1-6.1, 75-1-1, 93-2-19, 111-1-13, 112-1-39.1, 112-1-43

SCOPE OF WORK:

- Forestry Services

- To assist the Owner by preparing a Forest Management Plan update including preparing maps and developing cruise specifications for a re-inventory of all stands, perform a field audit on a subset of inventory points completed by Murphy Forest Management to ensure accuracy and validity of data, process inventory data and develop stand tables, update mapping and work schedule, provide a narrative summary of stand descriptions, assess for updates to wetlands, rare, threatened, or endangered species, and provide forest management recommendations.
- To assist the Owner by preparing a timber sale on the above lands. F&W will designate stands to be treated, trees to be removed, layout the site for operations, provide recommendations to Owner on proposed Buyers and Contractors, prepare a Timber Sale Agreement, collect, and hold performance bond to ensure contract compliance and supervise the active harvest as well as site remediation.

COST OF MANAGEMENT PLAN: \$4,371.00 due within 30 days of Plan submission to Water Works

COST FOR TIMBER SALE: 15% commission of gross timber sale due at contract closing.

PRIORITY LEVEL: High (within 30 days for commencement of work and 90 days to completion)

Sincerely,

Lukas Myers, CF
(315) 378-3102
LMyers@fwforestry.com



F&W - Oneida City watershed proposal

Lukas Myers <lm Myers@FWForestry.com>

Fri 6/7/2024 4:21 PM

To: John Monaghan <jmonaghan@oneidacityny.gov>

Cc: Murphy, Kellen (murphyforestmanagement@gmail.com) <murphyforestmanagement@gmail.com>

 2 attachments (369 KB)

F&W- City of Oneida proposal June 2024.pdf; Quote - Oneida City Watershed 5-30-24.pdf;

John & Kellen-

Attached is my proposal for work on watershed lands as well as the one submitted previously by Murphy Forest Management.

To be fully transparent; F&W will invoice (\$4,371.00) the City for the flat fee of the final deliverable of the management plan. Whereas Murphy Forest Management will invoice (\$5,265.00) for the inventory portion based on my maps and count of 195-point samples. From there Murphy will subcontract with F&W to assist marking the timber sale and bill F&W at the rate of \$650/man day. The boundary line in the sale area will be highlighted as we prepare the sale so no charges will apply there. If any additional work is needed on lines outside of the sale area, Murphy will perform that service at the rate of \$0.0275 per linear foot invoiced to the City.

If this is too messy, I have authorization to bear the immediate cost of gathering the inventory data and then bill the City for the entire package of \$9,636.00 upon Plan submission.

Please call me with any questions and let me know if you need anything else.

Thanks,

-Luke

Lukas Myers, CF

Client Manager

Rome, NY

315-378-3102

F&W Forestry Services, Inc.

www.fwforestry.net



9. APPROVE BID-LIQUID CAUSTIC SODA

RESOLUTION 24-

Moved by Councilor

Seconded by Councilor

RESOLVED, to approve the lowest bid meeting specification for Liquid Caustic Soda to Surpass Chemical Company Inc., 1254 Broadway, Albany, NY 12204.

Ayes:

Nays:

MOTION CARRIED

CITY OF ONEIDA

LEE ANN WELLS
City Comptroller

JESSICA KAISER
Deputy City Comptroller



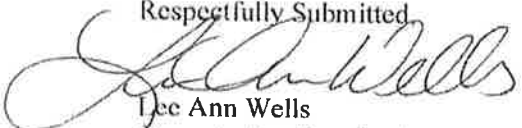
109 North Main Street
Oneida, New York 13421
Tel.: 315-363-2022
Fax: 315-363-9558
Email: lwells@oneidacityny.gov

OFFICE OF THE COMPTROLLER

Liquid Caustic Soda
Wednesday, June 12, 2024
11:15 A.M.

<u>BIDDER</u>	<u>AMOUNT</u>	<u>SECURITY</u>
Slack Chemical Co. Inc 465 SO Clinton St Carthage, NY 13619	27,283.20	CHECK
JCI Jones Chemical Inc. 100 Sunny Sol Blvd Caledonia, NY 14423	28,800.00	BOND
Surpass Chemical Company Inc 1254 Broadway Albany, NY 12204	26,438.70	CHECK
Kuchne Chemical Company 86 North Hackensack Ave Kearny, NJ 07032	NO BID	
Brenntag Northeast LLC 81 W. Huller Lane Reading, PA 19605	32,850.00	BOND

Apparent low bidder: Surpass Chemical Company Inc

Respectfully Submitted

Lee Ann Wells
Comptroller/Purchasing Agent

10. BUDGET TRANSFERS/AMENDMENTS

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

	<u>To</u>	<u>From</u>
2024 Budget Adjustments		
\$ 25,000.00	003.8110.0312.0000 Sewer-Polymer	003.0003.0912.0000 Sewer Fund Balance
<i>To allocate funds to cover polymer for remainder of 2024</i>		
\$ 25,000.00	003.8110.0308.000 Sewer-Chlorine	003.0003.0912.0000 Sewer Fund Balance
<i>To allocate funds to cover chlorine for remainder of 2024</i>		
\$ 9,636.00	002.8300.0403.0000 Water Contracts	002.8300.0436.0000 Water Contingency
<i>To allocate funds for the Forestry Management Plan</i>		
\$ 15,000.00	001.3410.0409.0000 Fire-Equip repair & maint	001.3410.0114.0000 Fire-Short Shift Staffing
<i>To re-allocate funds to repair Fire Engine</i>		
\$ 2,500.00	001.1430.0403.0000 Civil Service Contracts	001.0001.0912.0000 General Fund Balance
<i>To allocate funds to advertise for the City Manager position</i>		

Ayes:

Nays:

MOTION CARRIED

11. AGREEMENT-PARKS AND RECREATION

RESOLUTION 24-

Moved by Councilor

Seconded by Councilor

RESOLVED, to authorize the Acting City Manager to sign an agreement with Kristie Zupan, 7171 Old County Rd., Canastota, NY 13032 to offer certification classes for Lifeguarding to the public at the Howard T. Chapman Pool, located at 360 N. Main St., Oneida, NY at standard, non-discounted rates, during the months of June, July, and August of 2024, on such days and times as established by the Director of Parks and Recreation.

Ayes:

Nays:

MOTION CARRIED

AGREEMENT

THIS AGREEMENT, made and entered into as of _____, 2024, by and between the City of Oneida (the "City"), a municipal corporation organized and existing under and by virtue of the laws of the State of New York and with offices and principal place of business at 109 North Main Street, City of Oneida, and Kristie Zupan (the "Contractor"), now residing at 7171 Old County Rd. Canastota NY, 13032

WITNESSETH, that the City and Contractor, in consideration of the promises and the mutual covenants and agreements contained herein, do hereby mutually agree as follows:

1. Contractor agrees to offer certification classes for Lifeguarding to the public at the Howard T. Chapman Pool, located at 360 North Main Street, Oneida NY at standard, non-discounted rates, during the months of June, July and August in 2024, on such days and times as are established by the Director of Parks and Recreation.
2. In connection with the performance of her work hereunder, Contractor shall consult with Lucas Griff, the City of Oneida Director of Parks and Recreation.
3. For her services hereunder, Contractor shall reimburse the City the cost of a lifeguard for any such classes which require opening the pool during off hours. The rate of reimbursement shall not exceed 15.50 per hour. The Contractor will not be required to cover the cost of a lifeguard for training that takes place at the facility during open hours. The city does further agree to waive the pool rental fee for a non-resident for the Contractor's use of the pool facilities.
4. Contractor is an independent contractor and shall not be considered an employee or agent for the City.
5. Contractor is hereby prohibited from assigning, transferring, conveying, subletting, or otherwise disposing of this Agreement or her right, title or interest herein. Contractor has the right to cancel the class if fewer than 4 students register for the class.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written. City of Oneida:

By: _____

Name: John Monaghan

Title: Acting City Manager

By: Kristie Zupan

Name: Kristie Zupan

NEW BUSINESS:

PUBLIC COMMENT:

EXECUTIVE SESSION

RESOLUTION 24-

Motioned by Councilor

Seconded by Councilor

RESOLVED, that the meeting is hereby adjourned to Executive Session at _____p.m. to

- Discuss a personnel matter in the Fire Department and the Police Department with no action taken
- Discuss the employment of a particular person in the Planning Department with no action taken

Ayes:

Nays:

MOTION CARRIED

PRESENT:

Discussion was held to discuss a personnel matter in the Fire Department and the Police Department with no action taken and to discuss the employment of a particular person in the Planning Department with no action taken.

Motioned by Councilor

Seconded by Councilor

RESOLVED, that Executive Session is hereby adjourned to the regular meeting at _____ p.m.

Ayes:

Nays:

MOTION CARRIED

Motion to adjourn by Councilor

Seconded by Councilor

Ayes:

Nays:

MOTION CARRIED

The regular meeting is hereby adjourned at _____ p.m.