



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

AGENDA

Date:	August 6, 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

PROCLAMATION: Mazzullo and Sons (John and Mike Mazzullo)

OLD BUSINESS:

REPORTS:

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

Approval of the Minutes: July 2, 2024
July 22, 2024 (Special Meeting)

Approval of Warrant: 15

Item	Title	Facilitator
1.	DUE PROCESS HEARINGS: designate the members of the Common Council as Due Process Hearing Officers to conduct Due Process Hearings for termination of water service per Article XIX.B.4	LAPERA
2.	MONTHLY REPORTS: receive and place on file the June Monthly Reports from the City Clerk, City Engineer, Codes Department, Fire Department, Parks & Recreation Department, and Police Department	CITY CLERK
3.	GRANT APPLICATION: authorize Parks and Recreation Coordinator, Justin Acker, to apply for a grant through the Fred L. Emerson Foundation for new lights over Vet's Field	GRIFF
4.	WATER BOARD RECOMMENDATION: approve the Water Board recommendation (as amended) authorizing a payment plan for Account No. 01-010001-01, 234 N. Lake Street	MONAGHAN

Item	Title	Facilitator
5.	HARBORING OF HENS PERMIT APPLICATION: establish a \$50 fee per application submission (initial or renewal) to obtain a permit to harbor hens within the City of Oneida Inside District to take effect immediately	MONAGHAN
6.	AUTHORIZE RETROACTIVE PAY: authorize payment of a 3% increase to base salary for Police Chief, Steve Lowell; Fire Chief, Scott Jones; City Assessor, Rebecca Lennon; Acting City Manager, John Monaghan, and Assistant to the City Engineer, Tom O'Herien to their respective one-year anniversary dates for their current positions	MAYOR
7.	BUDGET TRANSFERS/AMENDMENTS: approve the Budget Transfers and Amendments as outlined by the Comptroller, or a third party duly retained by the City of Oneida to perform such services	WELLS
8.	MOBILE FOOD VENDORS: approve to revise the annual application fee for Mobile Food Vendors and to eliminate fees for weekly, monthly and six-month licenses	MAYOR
9.	AGREEMENT: authorize the Acting City Manager to sign a Mutual Aid Agreement between the City of Oneida and the Village of Canastota Police Departments	LOWEL
10.	SALE OF PERSONAL PROPERTY: approve to require that all City of Oneida personal property, which shall have been duly declared surplus by the Common Council and deemed eligible for sale, be sold on the virtual platform known as "Auctions International" for the balance of the fiscal year	WINCHELL
11.	CITY MANAGER SEARCH COMMITTEE: approve to amend item numbers 4 (subsequently amended on June 18, 2024, by Resolution 24-148) and 5 of Resolution 24-90 (April 16, 2024) pertaining to applicants for the position of City Manager	MAYOR

NEW BUSINESS:

PUBLIC COMMENT: Limited to 3 minutes

**MINUTES OF THE COMMON COUNCIL
REGULAR MEETING
AUGUST 6, 2024**

A meeting of the Common Council of the City of Oneida, NY was held on the sixth day of August 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>	<u>Present</u>	<u>Absent</u>	<u>Arrived Late</u>
Mayor Rossi	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
Acting City Manager <i>John Monaghan</i>	<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"/>	Public Safety Comm. Dave Jones	<input type="checkbox"/>
City Clerk Sandy LaPera	<input type="checkbox"/>	Other: _____	<input type="checkbox"/>
Fire Chief Scott Jones	<input type="checkbox"/>	Other: _____	<input type="checkbox"/>
Police Chief Steve Lowell	<input type="checkbox"/>	Other: _____	<input type="checkbox"/>

Call to Order/Pledge of Allegiance/Roll

PROCLAMATION: Mazzullo and Sons (John and Mike Mazzullo)

OLD BUSINESS:

REPORTS:

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

CITY OF ONEIDA
Proclamation

**Declaring August 6, 2024, as “Mazzullo and Sons Day”
in the City of Oneida, New York**

Whereas, Mazzullo and Sons opened in 1948 after grandfather, John Mazzullo, relocated to Oneida when his company needed help managing their local plant, and he decided to start his own business; and

Whereas, in 1992, John and Mike Mazzullo took over the family business, being the third generation to own and operate the Carpet and Flooring Center originally located on Sayles St. and then having moved to Lenox Avenue; and

Whereas, their commitment to providing exceptional customer service and quality products has made them successful over the years, spanning generations of satisfied customers, and

Whereas, after 76 years in business supporting the City of Oneida community and surrounding areas, the Mazzullos announced their retirement on May 24, 2024; and

Whereas, on behalf of the City of Oneida, I, Mayor Rick Rossi, along with Acting City Manager John Monaghan and the City of Oneida Common Council, would like to extend our heartfelt thanks to John and Mike Mazzullo and their families for their many years of dedicated service to our community. Your contributions to the City of Oneida and its residents have been invaluable. We wish you all a happy, healthy retirement and express our deepest appreciation for all that you have done for our city.

Now, therefore, through the authority vested in me as Mayor of the City of Oneida, I do hereby proclaim August 6, 2024, as “Mazzullo and Sons Day” in the City of Oneida, New York.

Duly proclaimed this 6th day of August 2024.

*By: _____
Mayor Rick Rossi*

APPROVAL OF MINUTES

Moved by Councilor
Seconded by Councilor

RESOLVED, that the minutes of the regular meeting of July 2, 2024, are hereby approved as presented.

Ayes:

Nays:

MOTION CARRIED

APPROVAL OF MINUTES

Moved by Councilor
Seconded by Councilor

RESOLVED, that the minutes of the special meeting of July 22, 2024, are hereby approved as presented.

Ayes:

Nays:

MOTION CARRIED

APPROVAL OF WARRANT

Moved by Councilor

Seconded by Councilor

RESOLVED, that Warrant No. 15, checks and ACH payments in the amount of 595,682.02 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	15
DATE:	August 6, 2024

FUND		PAYMENT NUMBER (S)	AMOUNT
Capital		4898-4907	\$ 125,773.61
DRI Fund	031		
Liberty Operating Fund	025		
ARPA Fund	030	1307-1308	\$ 10,950.00
Current Funds		74808-74892	\$ 455,946.90
ACH			\$ 3,011.51

WARRANT #1 TOTAL	\$ 595,682.02
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Oneida, NY

Expense Approval Report

By Fund

Payment Dates 7/17/2024 - 8/6/2024

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
Fund: 001 - GENERAL FUND					
COOPER ELECTRIC	74828	08/06/2024	electrical supplies for traffic s...	001.3310.0200.0000	277.85
ONEIDA OFFICE SUPPLY	74862	08/06/2024	PENS,INK PAD, COLORED PAP...	001.1660.0300.0000	14.66
ONEIDA OFFICE SUPPLY	74862	08/06/2024	BUILDING SUPPLIES	001.1620.0300.0000	188.97
ONEIDA OFFICE SUPPLY	74862	08/06/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0300.0000	16.99
Max's Print Shop	74851	08/06/2024	Riedl uniform items	001.3410.0317.0000	74.88
TARGETSOLUTIONS LEARNING...	74875	08/06/2024	yearly subscription to online t...	001.1680.0403.0000	2,310.00
HOWLAND PUMP AND SUPPLY..	74836	08/06/2024	plumbing supplies	001.5110.0300.0000	11.67
HOWLAND PUMP AND SUPPLY..	74836	08/06/2024	BUILDING SUPPLIES	001.1620.0300.0000	355.68
Media Haus, LLC	74852	08/06/2024	logo design	001.3410.0407.0000	300.00
MARCY HYDRAULICS	74849	08/06/2024	MARCY HYDROLOGICS	001.5132.0300.0000	144.02
HAR-ROB FIRE APPARATUS SE...	74834	08/06/2024	115859	001.3410.0409.0000	75.00
HAR-ROB FIRE APPARATUS SE...	74834	08/06/2024	Eng 292 window regulator	001.3410.0409.0000	200.00
MADISON COUNTY TREASURER	74848	08/06/2024	ENVELOPES WATER DEPT	001.1660.0300.0000	172.05
BUELL FUEL LLC	74821	08/06/2024	DIESEL	001.1640.0402.0000	2,295.29
TOTAL SOLUTIONS	74880	08/06/2024	MONTHLY FEE	001.1680.0403.0000	643.47
TOTAL SOLUTIONS	74880	08/06/2024	Server Hardware Warranty	001.1680.0403.0000	215.25
ABDOO SECURITY & AUTOMA...	74808	08/06/2024	Audio Mic's for indoor cameras	001.3120.0300.0000	150.00
FRANKLIN PAINT CO INC.	74831	08/06/2024	PAINT FOR ROADS	001.3310.0200.0000	1,163.80
HUMMELS OFFICE EQUIPMEN...	74838	08/06/2024	BUILDING SUPPLIES	001.1620.0300.0000	524.00
GE SOFTWARE	74832	08/06/2024	GASBOY SOFTWARE	001.5132.0403.0000	80.00
INTERSTATE BATTERY SYSTEM ..	74840	08/06/2024	Running Central Garage PO	001.1640.0403.0001	247.95
INTERSTATE BATTERY SYSTEM ..	74840	08/06/2024	VEHICLE BATTERIES	001.5132.0300.0000	397.29
INTERSTATE BATTERY SYSTEM ..	74840	08/06/2024	Running Central Garage PO	001.1640.0403.0001	152.95
SAHL'S GLASS & GLAZING INC	74868	08/06/2024	New Doors Justice Center	001.1620.0403.0002	121.96
SAHL'S GLASS & GLAZING INC	74868	08/06/2024	New Doors Justice Center	001.1620.0403.0222	2,683.04
SAHL'S GLASS & GLAZING INC	74868	08/06/2024	New Doors Justice Center	001.1620.0403.0002	123.04
SAHL'S GLASS & GLAZING INC	74868	08/06/2024	New Doors Justice Center	001.1620.0403.0222	2,706.96
SAHL'S GLASS & GLAZING INC	74868	08/06/2024	New Doors Justice Center	001.1620.0403.0002	130.00
SAHL'S GLASS & GLAZING INC	74868	08/06/2024	New Doors Justice Center	001.1620.0403.0222	2,860.00
MATRIX COMMUNICATIONS	74850	08/06/2024	FIX PHONE IN WATER DEPT	001.1680.0403.0000	300.00
RELIABLE PRODUCTS	74865	08/06/2024	SALT, BUILDING SUPPLIES	001.1620.0300.0000	144.00
RENTALS TO GO	74866	08/06/2024	PORTABLE JOHN'S FOR VETS ...	001.7140.0403.0000	190.00
RENTALS TO GO	74866	08/06/2024	PORTABLE JOHN'S FOR VETS ...	001.7140.0403.0000	380.00
RENTALS TO GO	74866	08/06/2024	PORTABLE JOHN'S FOR VETS ...	001.7140.0403.0000	190.00
NYS DEPT OF AGRICULTURE	74859	08/06/2024	beaver management	001.5110.0403.0000	1,444.20
BUELL FUEL LLC	74821	08/06/2024	GASOLINE	001.1640.0401.0000	8,207.93
AIR TIME INFLATABLE	74810	08/06/2024	RAPID RIVER INFLATABLE RIDE...	001.7140.0418.2025	600.00
CANON FIANCIAL SERVICES	74823	08/06/2024	COPIER LEASE	001.1620.0406.0000	563.40
BUELL FUEL LLC	74821	08/06/2024	DIESEL	001.1640.0402.0000	720.19
QUILL CORPORATION	74863	08/06/2024	OFFICE SUPPLIES AND TONER	001.1660.0300.0000	148.49
QUILL CORPORATION	74863	08/06/2024	OFFICE SUPPLIES AND TONER	001.1660.0300.0000	56.08
CINTAS CORP	74826	08/06/2024	uniforms dpw	001.5132.0403.0000	272.96
CINTAS CORP	74826	08/06/2024	UNIFORM	001.5132.0403.0000	277.88
SLACK CHEMICAL CO	74871	08/06/2024	POOL CHEMICALS	001.7140.0307.2025	3,740.70
SLACK CHEMICAL CO	74871	08/06/2024	POOL CHEMICALS	001.7140.0307.2025	1,158.99
SLACK CHEMICAL CO	74871	08/06/2024	CHLORINE	001.7140.0307.2025	915.57
SLACK CHEMICAL CO	74871	08/06/2024	POOL CHEMICALS	001.7140.0307.2025	2,347.86
BENTLEY SYSTEMS, INC.	74818	08/06/2024	WATERCAD	001.1680.0403.0000	1,247.25
ZACHARY PRZBYLA	74892	08/06/2024	MEALS	001.3120.0416.0000	84.00
V & J GRAPHICS INC	74884	08/06/2024	1500 Property Recieipts	001.3120.0300.0000	825.80
COOPER ELECTRIC	74828	08/06/2024	ELECTRICAL SUPPLIES	001.3310.0200.0000	8.64
COOPER ELECTRIC	74828	08/06/2024	ELECTRICAL SUPPLIES	001.3310.0200.0000	96.78
COOPER ELECTRIC	74828	08/06/2024	electrical supplies	001.3310.0200.0000	35.67

Expense Approval Report

Payment Dates: 7/17/2024 - 8/6/2024

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
COOPER ELECTRIC	74828	08/06/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0409.0000	2.00
COOPER ELECTRIC	74828	08/06/2024	electrical supplies	001.3310.0200.0000	59.89
MGM PARTS DISTRIBUTORS, I...	74853	08/06/2024	FILTERS, AUTO, TRUCK PARTS	001.5132.0303.0000	60.72
BUJELL FUEL LLC	74821	08/06/2024	DIESEL	001.1640.0402.0000	2,266.52
COOPER ELECTRIC	74828	08/06/2024	ELECTRIC SUPPLIES	001.3410.0409.0000	62.02
INTERNATIONAL CODE COUNC...	74839	08/06/2024	3 YR SUBSCRIPTION	001.3410.0438.0000	405.00
TOPSTITCH	74879	08/06/2024	TOP STICH	001.5110.0314.0000	833.25
WAL-MART, INC.	74890	08/06/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0300.0000	20.42
WAL-MART, INC.	74890	08/06/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0300.0000	25.10
AT & T MOBILITY	74815	08/06/2024	WIRELESS	001.1680.0403.0000	2,250.75
AMAZON WEB SERVICES, LLC.	DFT0004910	08/06/2024	Kazlauskas uniform items	001.3410.0317.0000	244.94
VERIZON	74887	08/06/2024	TRAFFIC PHONE	001.1680.0403.0000	5.07
AT & T MOBILITY	74814	08/06/2024	TRAFFIC PHONE	001.1680.0403.0000	97.63
LOWE'S HOME IMPROVEMEN...	74847	08/06/2024	SUPPLIES, PPE	001.5110.0300.0000	52.21
LOWE'S HOME IMPROVEMEN...	74847	08/06/2024	BUILDING SUPPLIES	001.1620.0300.0000	55.48
NYSBOC CENTRAL CHAPTER I...	74860	08/06/2024	TRAINING	001.8664.0413.0000	30.00
VERIZON	74886	08/06/2024	JULY 16 - AUGUST 15	001.1680.0403.0000	222.32
LOWE'S HOME IMPROVEMEN...	74847	08/06/2024	BUILDING SUPPLIES	001.1620.0300.0000	150.29
HYATT REGENCY AT BUFFALO	DFT0004913	08/06/2024	Hotel Stay 7/14-7/17	001.3120.0407.0000	567.00
AMAZON WEB SERVICES, LLC.	DFT0004910	08/06/2024	Vented Chest Seal	001.3120.0317.0000	19.90
AMAZON WEB SERVICES, LLC.	DFT0004910	08/06/2024	Tourniquet	001.3120.0317.0000	14.99
AMAZON WEB SERVICES, LLC.	DFT0004910	08/06/2024	EMT Pouch	001.3120.0317.0000	25.98
AMAZON WEB SERVICES, LLC.	DFT0004910	08/06/2024	Rhino Rescue Guaze	001.3120.0317.0000	17.95
AMAZON WEB SERVICES, LLC.	DFT0004910	08/06/2024	Trauma Scissors	001.3120.0317.0000	8.49
WAL-MART, INC.	74890	08/06/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0300.0000	69.06
AMAZON WEB SERVICES, LLC.	DFT0004910	08/06/2024	Peet Boot Dryer	001.3120.0317.0000	49.99
AMAZON WEB SERVICES, LLC.	DFT0004910	08/06/2024	Jockey Big & Tall Crew T Shirts	001.3120.0317.0000	137.36
AMAZON WEB SERVICES, LLC.	DFT0004910	08/06/2024	Darn Tough Light Hiker Socks	001.3120.0317.0000	95.80
LOWE'S HOME IMPROVEMEN...	74847	08/06/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0409.0000	158.54
LOWE'S HOME IMPROVEMEN...	74847	08/06/2024	SUPPLIES	001.3410.0405.0000	6.31
NIKKI DANDIGNAC	74857	08/06/2024	REFUND ON SWIM LESSONS	001.0017.2025.0000	25.00
LOWE'S HOME IMPROVEMEN...	74847	08/06/2024	supplies for traffic and lights	001.3310.0300.0000	33.23
KYLE LEWIS	74845	08/06/2024	UMPIRE	001.7140.0403.2022	405.00
CHARTER COMMUNICATIONS	74824	08/06/2024	INTERNET & PONE	001.1680.0403.0000	1,459.68
LOWE'S HOME IMPROVEMEN...	74847	08/06/2024	BUILDING SUPPLIES	001.1620.0300.0000	20.88
US POSTAL SERVICE	DFT0004915	08/06/2024	POSTAGE FOR CIVIL SERVICE	001.1660.0300.0000	10.99
HOMEFRONT PROTECTIVE GR...	DFT0004912	08/06/2024	Fentanyl Overdose Investigat...	001.3120.0413.0000	95.00
SCOTT CARROLL	74869	08/06/2024	SCORE KEEPER	001.7140.0403.2022	210.00
AMAZON WEB SERVICES, LLC.	DFT0004910	08/06/2024	221B Tactical Maxx-Dri Vest 4...	001.3120.0317.0000	99.00
AMAZON WEB SERVICES, LLC.	DFT0004910	08/06/2024	UNIFORM ITEMS	001.3120.0317.0000	154.95
AMAZON WEB SERVICES, LLC.	DFT0004910	08/06/2024	Vevor 5 Rifle Gun Safew	001.3120.0317.0000	203.92
Vanguard Industries East, Inc	DFT0004916	08/06/2024	RIBBON MOUNTING BARS	001.3410.0417.0000	100.05
AMAZON WEB SERVICES, LLC.	DFT0004910	08/06/2024	SUPPLIES	001.7140.0300.0000	64.77
EBAY.COM	DFT0004911	08/06/2024	DONALDSON P10-2025	001.5132.0300.0000	66.65
REBECCA LENNON	74864	08/06/2024	MILEAGE	001.1355.0416.0000	79.40
LOWE'S HOME IMPROVEMEN...	74847	08/06/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0409.0000	56.92
STEVE LOWELL	74873	08/06/2024	Suits (Jacket & Pants)	001.3120.0317.0000	538.00
LOWE'S HOME IMPROVEMEN...	74847	08/06/2024	SUPPLIES	001.3410.0409.0000	10.43
LOWE'S HOME IMPROVEMEN...	74847	08/06/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0409.0000	142.30
BLOCKS & ROCKS	74820	08/06/2024	stone for curb bump outs	001.7140.0409.0000	456.00
LOWE'S HOME IMPROVEMEN...	74847	08/06/2024	SUPPLIES	001.7521.0404.0000	59.69
AT & T MOBILITY	74813	08/06/2024	AIR CARDS	001.1680.0403.0000	63.98
TRAFFIC SAFETY STORE	DFT0004914	08/06/2024	30 min road safety flares	001.3410.0200.0000	327.56
MITCHELL DRYER JR	74854	08/06/2024	AUGUST 2024	001.3410.0401.0000	3,123.42
HUMANA INS CO OF NY	74837	08/06/2024	AUGUST 2024	001.9060.0805.0000	23,403.05
MITCHELL DRYER JR	74854	08/06/2024	AUGUST 2024	001.9060.0805.0000	-150.80
EXCELLUS BLUECROSS BLUESH...	74830	08/06/2024	AUGUST 2024	001.9060.0805.0000	216,553.00
NATIONAL GRID	74856	08/06/2024	ELECTRIC	001.1620.0401.0000	3,579.07
BLOCKS & ROCKS	74820	08/06/2024	CEMENT, MASON SUPPLIES	001.5110.0314.0000	997.00
TARSON SUPPLY & POOL CO...	74876	08/06/2024	CHEMICALS FOR CHAPMAN P...	001.7140.0300.0000	56.00

Expense Approval Report

Payment Dates: 7/17/2024 - 8/6/2024

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
TARSON SUPPLY & POOL CO...	74876	08/06/2024	CHEMICALS FOR CHAPMAN P...	001.7140.0300.0000	56.00
CHEM-AQUA, INC.	74825	08/06/2024	BUILDING MAINT	001.1620.0403.0003	475.45
STATE INDUSTRIAL PRODUCTS...	74872	08/06/2024	BUILDING SUPPLIES	001.1620.0300.0000	153.43
STATE INDUSTRIAL PRODUCTS...	74872	08/06/2024	floor cleaner	001.1620.0300.0000	162.46
NORTHERN SAFETY CO., INC.	74858	08/06/2024	SUPPLIES	001.7140.0300.0000	83.44
SAFETY CLEAN SYSTEMS	74867	08/06/2024	USED OIL PICKUP	001.5132.0300.0000	80.00
KIME HARDWARE	74843	08/06/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0409.0000	74.18
WHITE FARM SUPPLY INC	74891	08/06/2024	PARTS FOR MOWERS AND BL...	001.1620.0300.0000	23.74
WHITE FARM SUPPLY INC	74891	08/06/2024	PARTS	001.5132.0303.0000	60.80
KIEFER	74842	08/06/2024	POOL SUPPLIES	001.7140.0418.2025	56.48
UNITED UNIFORM CO INC	74882	08/06/2024	Jones Uniform items	001.3410.0317.0000	73.06
UNITED UNIFORM CO INC	74882	08/06/2024	Lt Carnahan uni order	001.3410.0317.0000	74.51
UNITED UNIFORM CO INC	74882	08/06/2024	Riedl uniform items	001.3410.0317.0000	320.12
AMERICAN ELECTRIC POWER	74812	08/06/2024	SOLAR POWER	001.1620.0401.0000	24,557.03
ALTA/VANTAGE	74811	08/06/2024	LOADER PARTS AND LABOR	001.5132.0300.0000	378.82
ALTA/VANTAGE	74811	08/06/2024	LOADER PARTS AND LABOR	001.5132.0300.0000	32.17
THE SENATOR FREDERICK L ...	74877	08/06/2024	Ano/Greene fire investigator s...	001.3410.0413.0000	1,366.00
Fund 001 - GENERAL FUND Total:					330,879.97

Fund: 002 - WATER

VERIZON	74888	08/06/2024	VERIZON	002.8300.0401.0000	29.10
HOWLAND PUMP AND SUPPLY..	74836	08/06/2024	HOWLAND PUP AND SUPPLY ...	002.8300.0319.0000	45.84
UNITED AUTO SALES	74881	08/06/2024	UNITED AUTO SALES	002.8300.0302.0000	535.31
UNITED AUTO SALES	74881	08/06/2024	UNITED AUTO SALES	002.8300.0302.0000	196.36
CALLANAN INDUST. INC.	74822	08/06/2024	CALLANANO OGS & T/O Sulliv...	002.8300.0319.0000	1,265.93
KOESTER ASSOCIATES, INC	74844	08/06/2024	KOESTER	002.8300.0319.0000	746.63
SILVER CITY TIRE INC	74870	08/06/2024	SILVER CITY TIRE	002.8300.0319.0000	332.20
BLAIR SUPPLY CORP	74819	08/06/2024	BLAIR SUPPLY	002.8300.0319.0000	1,380.00
BLAIR SUPPLY CORP	74819	08/06/2024	BLAIR SUPPLY	002.8300.0319.0000	356.42
BLAIR SUPPLY CORP	74819	08/06/2024	BLAIR SUPPLY	002.8300.0319.0000	356.42
TOTAL SOLUTIONS	74880	08/06/2024	MONTHLY FEE	002.8300.0444.0000	600.65
ONEIDA EQUIPMENT RENTAL	74861	08/06/2024	ONEIDA EQUIPMENT RENTAL	002.8300.0302.0000	1,070.85
INTERSTATE BATTERY SYSTEM ..	74840	08/06/2024	INTERSTATE BATTERY SYSTEM ..	002.8300.0302.0000	362.85
BENEFACOR FUNDING CORP	74817	08/06/2024	LIFE SCIENCE LABORATORIES	002.8300.0415.0000	324.00
BENEFACOR FUNDING CORP	74817	08/06/2024	LIFE SCIENCE	002.8300.0415.0000	162.00
BENEFACOR FUNDING CORP	74817	08/06/2024	LIFE SCIENCE LABS (WTP)	002.8300.0415.0000	237.60
BENEFACOR FUNDING CORP	74817	08/06/2024	LIFE SCIENCE LABORATORIES	002.8300.0415.0000	216.00
BENEFACOR FUNDING CORP	74817	08/06/2024	LIFE SCIENCE LABORATORIES	002.8300.0415.0000	27.00
BENEFACOR FUNDING CORP	74817	08/06/2024	LIFE SCIENCE LABORATORIES	002.8300.0415.0000	27.00
BENEFACOR FUNDING CORP	74817	08/06/2024	LIFE SCIENCE LABORATORIES	002.8300.0415.0000	27.00
MOHAWK VALLEY WATER AU...	74855	08/06/2024	MOHAWK VALLEY WATER AU...	002.8300.0415.0000	1,365.00
SURPASS CHEMICAL COMPAN...	74874	08/06/2024	SURPASS CHEMICAL COMPAN...	002.8300.0309.0000	9,970.16
VINCENT WATERMAN	74889	08/06/2024	MEALS	002.8300.0416.0000	20.00
BENTLEY SYSTEMS, INC.	74818	08/06/2024	BENTLEY	002.8300.0444.0000	1,247.25
MGM PARTS DISTRIBUTORS, I...	74853	08/06/2024	MGM AUTO PARTS (NAPA)	002.8300.0302.0000	141.05
MGM PARTS DISTRIBUTORS, I...	74853	08/06/2024	MGM AUTO PARTS (NAPA)	002.8300.0302.0000	19.78
MGM PARTS DISTRIBUTORS, I...	74853	08/06/2024	MGM AUTO PARTS (NAPA)	002.8300.0302.0000	14.40
BENEFACOR FUNDING CORP	74817	08/06/2024	LIFE SCIENCE LABORATORIES	002.8300.0415.0000	108.00
LOWE'S HOME IMPROVEMEN...	74847	08/06/2024	LOWES	002.8300.0319.0000	18.45
AT & T MOBILITY	74815	08/06/2024	WIRELESS	002.8300.0444.0000	1,001.50
WAL-MART, INC.	74890	08/06/2024	WAL-MART	002.8300.0319.0000	112.20
VERIZON	74886	08/06/2024	JULY 16 - AUGUST 15	002.8300.0444.0000	98.81
WAL-MART, INC.	74890	08/06/2024	WAL-MART	002.8300.0319.0000	154.33
VERIZON	74885	08/06/2024	VERIZON	002.8300.0401.0000	29.06
LOWE'S HOME IMPROVEMEN...	74847	08/06/2024	LOWES	002.8300.0319.0000	25.88
EXCELLUS BLUECROSS BLUESH...	74830	08/06/2024	AUGUST 2024	002.9060.0805.0000	25,507.11
HUMANA INS CO OF NY	74837	08/06/2024	AUGUST 2024	002.9060.0805.0000	2,202.64
GRAINGER INC	74833	08/06/2024	GRAINGER	002.8300.0319.0000	192.40
GRAINGER INC	74833	08/06/2024	GRAINGER	002.8300.0319.0000	19.52
GRAINGER INC	74833	08/06/2024	GRAINGER	002.8300.0319.0000	228.08
GRAINGER INC	74833	08/06/2024	VALLEY MILLS	002.8300.0319.0000	29.21

Expense Approval Report

Payment Dates: 7/17/2024 - 8/6/2024

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
GRAINGER INC	74833	08/06/2024	GRAINGER	002.8300.0319.0000	99.46
LIBERTY SEALCOAT LLC	74846	08/06/2024	LIBERTY SEALCOAT	002.8300.0319.0000	2,943.62
TI SALES, INC.	74878	08/06/2024	TI SALES	002.8300.0302.0000	2,990.94
VERIZON	DFT0004917	08/06/2024	TABERG	002.8300.0401.0000	75.99
HOLLAND CO. INC.	74835	08/06/2024	LIQUID ALUM	002.8300.0310.0000	6,360.23

Fund 002 - WATER Total: 63,274.23

Fund: 003 - SEWER

ONEIDA OFFICE SUPPLY	74862	08/06/2024	time cards, office supplies	003.8110.0300.0000	23.96
TOTAL SOLUTIONS	74880	08/06/2024	MONTHLY FEE	003.8110.0444.0000	600.65
EASTERN CROWN INC	74829	08/06/2024	SUPERCHLOR	003.8110.0308.0000	653.00
EASTERN CROWN INC	74829	08/06/2024	SUPERCHLOR	003.8110.0308.0000	738.00
EASTERN CROWN INC	74829	08/06/2024	SUPERCHLOR	003.8110.0446.0000	390.00
SLACK CHEMICAL CO	74871	08/06/2024	CL2	003.8110.0308.0000	2,065.00
ADIRONDACK ENVIRONMENT...	74809	08/06/2024	MONTHLY WATER ANALYSIS ...	003.8110.0415.0000	683.40
USA BLUE BOOK	74883	08/06/2024	usa blue book	003.8110.0200.0000	2,991.55
SLACK CHEMICAL CO	74871	08/06/2024	CL2	003.8110.0308.0000	275.45
SLACK CHEMICAL CO	74871	08/06/2024	CL2	003.8110.0308.0000	4,777.52
SLACK CHEMICAL CO	74871	08/06/2024	CL2	003.8110.0308.0000	2,897.54
SLACK CHEMICAL CO	74871	08/06/2024	CL2	003.8110.0308.0000	534.32
BENTLEY SYSTEMS, INC.	74818	08/06/2024	WATERCAD	003.8110.0444.0000	1,247.25
CITY OF SHERRILL	74827	08/06/2024	SEWER CHARGES MAY AND J...	003.8110.0435.0000	13,794.72
MGM PARTS DISTRIBUTORS, I...	74853	08/06/2024	truck parts	003.8110.0411.0000	21.98
MGM PARTS DISTRIBUTORS, I...	74853	08/06/2024	PARTS	003.8110.0411.0000	41.58
AT & T MOBILITY	74815	08/06/2024	WIRELESS	003.8110.0400.0000	260.24
EBAY.COM	DFT0004911	08/06/2024	replacement pump for Lenox ...	003.8110.0200.0000	582.95
VERIZON	74886	08/06/2024	JULY 16 - AUGUST 15	003.8110.0400.0000	181.85
EBAY.COM	DFT0004911	08/06/2024	THERMOSTAT AND ACTUATOR	003.8110.0200.0000	47.28
AVANTI CONTROL SYSTEMS I...	74816	08/06/2024	CHLORICE GAS DETECTOR AND..	003.8110.0200.0000	2,511.00
AVANTI CONTROL SYSTEMS I...	74816	08/06/2024	GAS DETECTION SYSTEM INST...	003.8110.0200.0000	2,000.00
EXCELLUS BLUECROSS BLUESH...	74830	08/06/2024	AUGUST 2024	003.9060.0805.0000	19,214.74
HUMANA INS CO OF NY	74837	08/06/2024	AUGUST 2024	003.9060.0805.0000	1,376.65
KEMIRA WATER SOLUTIONS, I...	74841	08/06/2024	IRON SALTS	003.8110.0329.0000	6,214.24
GRAINGER INC	74833	08/06/2024	contact kits for influent barscr...	003.8110.0200.0000	468.86
GRAINGER INC	74833	08/06/2024	HVAC AIR FILTERS	003.8110.0300.0000	210.48

Fund 003 - SEWER Total: 64,804.21

Fund: 005 - CAPITAL

ALL STATES CONSTRUCTION I...	4899	08/06/2024	CRACKSEAL	005.5110.0402.0024	2,580.00
CALLANAN INDUST. INC.	4901	08/06/2024	STONE FOR CHPS	005.5110.0402.0024	3,749.97
FERGUSON WATERWORKS, IN...	4904	08/06/2024	manhole frames and covers	005.5110.0402.0024	4,871.80
GARY SPAVEN & SONS	4905	08/06/2024	CONCRETE RISERS	005.5110.0402.0024	1,752.00
BARTON & LOGUIDICE,DPC	4900	08/06/2024	Higinbotham Brook Culvert R...	005.5110.0404.0022	9,399.36
BARTON & LOGUIDICE,DPC	4900	08/06/2024	DPW RELOCATION DESIGN	005.5110.0400.0020	6,500.00
ABDOO SECURITY & AUTOMA...	4898	08/06/2024	Camera, Installation, Labor, & ...	005.3120.0200.0022	16,375.00
ABDOO SECURITY & AUTOMA...	4898	08/06/2024	PoE Switch & Enclosure	005.3120.0400.0023	200.00
ABDOO SECURITY & AUTOMA...	4898	08/06/2024	Labor	005.3120.0400.0023	600.00
ABDOO SECURITY & AUTOMA...	4898	08/06/2024	Wireless Bridge & Mounts & P...	005.3120.0400.0023	800.00
ABDOO SECURITY & AUTOMA...	4898	08/06/2024	2 - 8 Megapixel Turret Camera	005.3120.0400.0023	850.00
EJ USA	4903	08/06/2024	EXPANDABLE ADJUSTING RIS...	005.5110.0402.0024	2,981.00
L TRON	4906	08/06/2024	4910LR Microphone Style Driv...	005.3120.0201.0022	787.50
D & S EXCAVATING	4902	08/06/2024	maple drive ss repair	005.8110.0401.0024	62,000.00

Fund 005 - CAPITAL Total: 113,446.63

Fund: 030 - Federal ARPA

HELMER'S COMPLETE TREE SE...	1307	08/06/2024	TREE CONTRACT	030.5110.0402.0000	10,200.00
JC SMITH, INC.	1308	08/06/2024	RAIL TRAIL FABRIC	030.7140.0406.0000	750.00

Fund 030 - Federal ARPA Total: 10,950.00

Expense Approval Report

Payment Dates: 7/17/2024 - 8/6/2024

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
Fund: 201 - 2010 GLENMORE DAM REHABILITATION					
RAMBOLL AMERICAS ENGINE... 4907		08/06/2024	GLENMORE DAMN	201.8300.0405.0000	12,326.98
Fund 201 - 2010 GLENMORE DAM REHABILITATION Total:					12,326.98
Grand Total:					595,682.02

Report Summary

Fund Summary

Fund	Payment Amount
001 - GENERAL FUND	330,879.97
002 - WATER	63,274.23
003 - SEWER	64,804.21
005 - CAPITAL	113,446.63
030 - Federal ARPA	10,950.00
201 - 2010 GLENMORE DAM REHABILITATION	12,326.98
Grand Total:	595,682.02

Account Summary

Account Number	Account Name	Payment Amount
001.0017.2025.0000	POOL	25.00
001.1355.0416.0000	TRAVEL-MEALS	79.40
001.1620.0300.0000	MAT SUPPLIES	1,778.93
001.1620.0401.0000	ELECTRIC AND GAS	28,136.10
001.1620.0403.0002	CONTRACTS JC	375.00
001.1620.0403.0003	CONTRACTS COMBINED	475.45
001.1620.0403.0222	JC Bulding Maint	8,250.00
001.1620.0406.0000	COPIER CONTRACTS	563.40
001.1640.0401.0000	CENTRAL GASOLINE	8,207.93
001.1640.0402.0000	CENTRAL DIESEL	5,282.00
001.1640.0403.0001	CENTRAL VEHICLE -POLI...	400.90
001.1660.0300.0000	Central Office Supplies	402.27
001.1680.0403.0000	CONTRACTS	8,815.40
001.3120.0300.0000	MAT SUPPLIES	975.80
001.3120.0317.0000	CLOTHING	1,366.33
001.3120.0407.0000	CHIEF'S EXPENSE	567.00
001.3120.0413.0000	TRAINING	95.00
001.3120.0416.0000	TRAVEL-MEALS	84.00
001.3310.0200.0000	EQUIPMENT	1,642.63
001.3310.0300.0000	MAT SUPPLIES	33.23
001.3410.0200.0000	FIRE EQUIPMENT	327.56
001.3410.0317.0000	CLOTHING	787.51
001.3410.0401.0000	207A	3,123.42
001.3410.0405.0000	BUILDING MAINTENANC...	6.31
001.3410.0407.0000	CHIEF'S EXPENSE	300.00
001.3410.0409.0000	EQUIPMENT REPAIR & ...	347.45
001.3410.0413.0000	TRAINING	1,366.00
001.3410.0417.0000	PROMOTIONAL CLOTHI...	100.05
001.3410.0438.0000	FIRE MARSHALL ACCOU...	405.00
001.5110.0300.0000	MAT SUPPLIES	63.88
001.5110.0314.0000	ROAD MATERIALS	1,830.25
001.5110.0403.0000	CONTRACTS	1,444.20
001.5132.0300.0000	DPW MAINTENANCE- RE...	1,098.95
001.5132.0303.0000	GENERAL MATERIALS	121.52
001.5132.0403.0000	CONTRACTS	630.84
001.7140.0300.0000	MAT SUPPLIES	391.78
001.7140.0307.2025	Pool Chemicals	8,163.12
001.7140.0403.0000	CONTRACTS	760.00
001.7140.0403.2022	CONTRACTS.ADULT SOF...	615.00
001.7140.0409.0000	EQUIP REPAIR & MAINT.	889.94
001.7140.0418.2025	POOL.SWIM REC/INST/S...	656.48
001.7521.0404.0000	KALLET BUILDING REPAI...	59.69
001.8664.0413.0000	TRAINING	30.00
001.9060.0805.0000	HEALTH INSURANCE	239,805.25
002.8300.0302.0000	EQUIPMENT MAINTENA...	5,331.54
002.8300.0309.0000	CAUSTIC SODA	9,970.16
002.8300.0310.0000	LIQUID ALUM	6,360.23

Account Summary

Account Number	Account Name	Payment Amount
002.8300.0319.0000	GENERAL MAINTENANCE	8,306.59
002.8300.0401.0000	UTILITIES	134.15
002.8300.0415.0000	LAB TESTING	2,493.60
002.8300.0416.0000	TRAVEL-MEALS	20.00
002.8300.0444.0000	OFFICE TECHNOLOGY EX...	2,948.21
002.9060.0805.0000	HEALTH INSURANCE	27,709.75
003.8110.0200.0000	EQUIPMENT	8,601.64
003.8110.0300.0000	MAT SUPPLIES	234.44
003.8110.0308.0000	CHLORINE	11,940.83
003.8110.0329.0000	LIQUID IRON SALTS	6,214.24
003.8110.0400.0000	CONTRACTUAL SERVICES	442.09
003.8110.0411.0000	VEHICLE MAINTENANCE	63.56
003.8110.0415.0000	LAB TESTING	683.40
003.8110.0435.0000	PAYMENTS OTHER CO...	13,794.72
003.8110.0444.0000	OFFICE TECHNOLOGY EX...	1,847.90
003.8110.0446.0000	RECLAIM WATER PS	390.00
003.9060.0805.0000	HEALTH INSURANCE	20,591.39
005.3120.0200.0022	CI20-1023-E00 FY2020 Cr..	16,375.00
005.3120.0201.0022	CY20-1065-E00 FY2020 ...	787.50
005.3120.0400.0023	Police RVCi Grant Expen...	2,450.00
005.5110.0400.0020	2020 DPW RELOCATION -..	6,500.00
005.5110.0402.0024	2024 CHIPS Paving Progr...	15,934.77
005.5110.0404.0022	2022 Higinbotham Brook...	9,399.36
005.5110.0401.0024	2024 Maple Drive Sanita...	62,000.00
030.5110.0402.0000	Tree Contract	10,200.00
030.7140.0406.0000	Rec-Oneida Rail Trail imp...	750.00
201.8300.0405.0000	GLENMORE DAM REHAB...	12,326.98
Grand Total:		595,682.02

Project Account Summary

Project Account Key	Payment Amount
None	595,682.02
Grand Total:	595,682.02

1. DESIGNATE COMMON COUNCIL AS DUE PROCESS HEARING OFFICERS

RESOLUTION 24-

Moved by Councilor

Seconded by Councilor

RESOLVED, that in accordance with the City of Oneida Water Department Rules and Regulations, the Common Council will conduct any Due Process Hearings for termination of water service as per Article XIX.B.4.

Ayes:

Nays:

MOTION CARRIED

2. **MONTHLY REPORTS**

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

RESOLVED, that the June 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

3. GRANT APPLICATION-PARKS AND RECREATION

RESOLUTION 24-

Moved by Councilor

Seconded by Councilor

RESOLVED, to authorize the Parks and Recreation Coordinator to apply for a grant through the Fred L. Emerson Foundation for new lights over Vet's Field.

Ayes:

Nays:

MOTION CARRIED



FRED L. EMERSON FOUNDATION

GRANT GUIDELINES

Background:

Since 1932, the Fred L. Emerson Foundation has provided support to the core community organizations of Auburn, New York and the surrounding central New York area where its founder, Fred L. Emerson, lived and worked.

Mr. Emerson served as president of Dunn & McCarthy, Inc., a manufacturer of fine women's shoes based in Auburn. In 1932, Fred Emerson established a foundation to institutionalize what had become a personal tradition of quietly investing in individuals and his community.

The Foundation's mission is: *To continue the work of Fred L. Emerson, who invested in individuals and the community with such humility that very few people knew how many lives were impacted by his generosity. As a family foundation controlled by his descendants, we continue his work by being especially vigilant investors in selected organizations where we believe we can make a critical and significant difference.*

Today, 4th and 5th generation descendants of F.L. Emerson are actively engaged in setting the grantmaking priorities of the Foundation.

Priorities:

The philanthropic focus of the Foundation has remained true to the interests and values of its founder. The Foundation's grantmaking is focused on Auburn and the surrounding central New York area.

We offer the following guidance to organizations seeking our support:

- The Foundation provides support to a wide array of qualified organizations. We do not allocate our funding based upon predetermined categories (e.g. education, youth, etc.). Rather, our grantmaking is responsive to those opportunities that present as the most compelling, impactful, and/or sustainable.
- We are particularly interested in innovative projects and initiatives that address an identified need and have the potential to achieve outcomes that can be replicated.
- We prefer to support projects that involve other funders. From our perspective, multiple funding partners can help ensure the effectiveness and sustainability of a project.
- We are interested in projects that can be shown to maintain or improve the sustainability of an organization.

- We seek proposals that address the highest priority of an organization and where it can be shown our investment will make a critical and significant difference.
- We do not make grants to individuals or for-profit organizations, and we do not sponsor fundraising events or political activities.
- In addition to capital and programmatic support, proposals may be considered for unrestricted funding.
- The Foundation has a long tradition of supporting private higher education in Upstate New York. This continues to be of interest to the Foundation, but with a narrowed focus on higher education initiatives that meaningfully and directly impact the Auburn community.
- Grant recipients will be expected to provide the Foundation with an evaluation report upon completion of the project for which funding was provided. This report requests information regarding the specific impact of the project, how our grant helped leverage additional funding/establish new partnerships, benefits and challenges experienced during the project, and an updated income and expense budget. Interim reports may also be requested on a case-by-case basis.

To Submit a Proposal for Our Consideration:

Proposals are accepted and considered on an ongoing basis.

Proposals should include a statement or letter of support from your organization's president or chief executive officer.

All proposals submitted for consideration must be completed through the Foundation's Online Application portal.

More information at: www.emersonfoundation.com

A copy of our annual 990-PF can be viewed online at: www.guidestar.org

06/2024

General Grant Program

Fred L. Emerson Foundation

Screening Questions

Grant Guidelines for Community Grant Applicants

Please visit our website for complete Grant Guidelines .

Screening Questions

The questions below are a self screening tool for organizations. They are designed to help you decide if you should submit an application. If you cannot answer "yes" to each of these questions, you must contact the Foundation directly before submitting a proposal.

Alignment*

Have you carefully read our Grant Guidelines? Do you believe your project aligns with our guidelines?

Choices

Yes
No

IRS Designation*

Is your organization a 501(c)(3) organization, as designated by the IRS?

Choices

Yes
No

Impact*

Will the initiative for which you seek funding have a meaningful and direct impact on Auburn and the surrounding central New York area?

Choices

Yes
No

History*

Has your organization received funding from the Fred L. Emerson Foundation in the past?

Choices

Yes
No

Background Information

Please provide a brief history of the organization.*

Character Limit: 1000

Mission Statement*

Character Limit: 1000

Request Information

Project Name*

The concise project name you provide will be the identifier included on every document in the application and award process.

Character Limit: 100

Amount Requested*

Character Limit: 20

Total Project Cost*

Character Limit: 20

Project Start Date*

Character Limit: 10

Project End Date*

Character Limit: 10

Project Description*

Character Limit: 1500

Goals/Desired Outcomes of the Project*

Character Limit: 7500

Local Impact*

Please describe how your proposed work or initiative will have a meaningful and direct impact on Auburn and the surrounding central New York area and/or its residents.

Character Limit: 2500

Additional Information

We welcome any additional information that you consider useful to assess the long-term strength and vitality of your institution, for example: a brief summary of current or projected major investments, strategic initiatives, capital campaigns, collaborations or mergers.

Character Limit: 2500

Attachments

REQUIRED ATTACHMENTS

Letter of Support*

Please include a letter of support from the organization's executive director or chief executive officer. Our review panel appreciates hearing directly from organization leadership to better understand the relevance of the request to the overall priorities and strategies of the organization.

File Size Limit: 1 MB

Board of Directors*

Please provide a copy of your organization's Board of Directors with affiliations.

File Size Limit: 1 MB

Audited Financial Statements*

Please provide a copy of your most recent audited financial statements. If the audited statements are not dated within the last 18 months, also provide the most recent unaudited financial statements available. If your organization is not required to have audited financial statements, please provide a copy of your most recent internal financial statements.

File Size Limit: 5 MB

File Size Limit: 2 MB

Fundraising Plan*

Please provide a copy of the fundraising plan for this project. Be sure to include all other sources and amounts of funding and indicate whether the funds have been received, confirmed or are under consideration, and whether the funds are for a single year or multiple years.

File Size Limit: 1 MB

Supplemental Information

Please attach other information that you feel adds value to your request.

File Size Limit: 5 MB

File Size Limit: 3 MB

File Size Limit: 3 MB

4. APPROVE WATER BOARD RECOMMENDATION-234 N. LAKE ST.

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

WHEREAS, on or about July 1, 2024, Robert Klein, 234 Lake St. Oneida, Account No. 01-010001-01 requested a payment plan for his June 28, 2024, water bill (\$625.41); and

WHEREAS, on July 9, 2024, the City of Oneida Water Board, approved to recommend to the City of Oneida Common Council the following payment arrangement:

August 7, 2024	\$200.00
September 6, 2024	\$200.00
October 7, 2024	\$225.41

And Be it Further

RESOLVED, to approve the City of Oneida Water Board's recommendation (as amended) to allow the above stated payment plan arrangement for Robert Klein, 234 Lake St., Oneida, NY, Account No. 01-010001-01 for a total amount of \$625.41.

Ayes:

Nays:

MOTION CARRIED

WATER BOARD MEETING
Tuesday July 9, 2024
3:30 P.M.
City Hall
Water Department Conference Room

Roll call was answered by: Commissioners Erdo, Parry, Cimpi and Chamberlain

Absent:

Others Present: John Monaghan, Water Superintendent; Brodi Oatman, Clerk of the board,
Robert Klein owner of 234 N Lake St

The meeting opened at: 3:30pm

Moved by: Commissioner Erdo

Seconded by: Commissioner Parry

Item 1: Approval of the May 14, 2024, meeting minutes

Resolved, to approve Water Board minutes of May 14, 2024, meeting minutes.

Ayes: 4

Nays: 0

Absent: 0

Motion Carried

Item 2: Leak Adjustment for 127 N. Warner St.

On January 31, 2024, a water pipeline breach was reported to the City of Oneida Water Department. Thanks to the rapid response from the Water Department, the water was shut off at the main. Upon notification, I went to the house and noted that minimal damage was done. At the time, I identified that the breach was located at the copper joint apex 9 ft from the meter, which is approximately eight inches away from the basement window that had a windowpane missing allowing freezing air to come in and freeze the line. The plumbing has since been repaired.

Resolved, The Water Board is denying the Leak Adjustment for 127 N. Warner St, account # 05-101001-00 due to it is the homeowner's responsibility to take care of the home if it is vacant, and the Leak Adjustment was handed in late, it is due 5 business days before the end of the payment period, the full amount of \$ 2,030.52 is now due.

Moved by: Commissioner Erdo

Seconded by: Commissioner Cimpi

Ayes:4

Nays:0

Absent:0

Motion Carried

Item 3: Payment Plan with 234 N. Lake ST

Robert Klein would like to see if he could do a payment plan for his water bill, as he is on a fixed income, he can pay \$200.00 a month to get it caught up to avoid getting shut off in August.

Resolved, to recommend to the Common Council to approve a payment plan for Account # 01-010001-01 Robert Klein of 234 N. Lake St. Who owes \$625.41. Starting on August 5th 200.00, September 6th 200.00, October 7th 225.41.

Moved by: Commissioner Erdo

Seconded by: Commissioner Chamberlain

Ayes:4

Nays:0

Absent:0

Discussion: The Water Board approves of having a payment plan for 234 N. Lake St. That is due by October 31, 2024, per the City Charter if it is not received by then it gets releived to the taxes.

Motion Carried

Motion to Adjourn: Commissioner Parry

Seconded by: Commissioner Cimpi

Ayes: 4

Nays: 0

Absent:0

Motion Carried

The City of Oneida Water Board adjourned at: 3:55pm

Respectfully submitted,



Brodi Oatman
Clerk of the board

July 1, 24

Robert Klein - 234 ~~th~~ Lake St onida

I am on a fix income I get
1400.00 a month I would like to see
if I can pay \$200 a month to catch
up on water ~~bill~~ bill to avoid getting
water shut off

Robert Klein

CITY OF ONEIDA
WATER DEPARTMENT

John Monaghan, Water Superintendent
Commissioners:
Mary Parry
Kathy Erdo
Dave Cimpl
Jim Chamberlain
Brodi Oatman, Clerk



109 N. Main Street
Oneida NY 13421

Tel.: (315) 363-1490
Fax: (315) 363-9558

jmonaghan@oneidacityny.gov

MEMO

DATE: July 1, 2024

TO: Robert Klein
234 N. Lake Rd
PO Box 52
Oneida Ny 13421

FROM: Brodi Oatman,
Clerk of the Board

RE: Water Board Meeting: **July 9, 2024 @ 3:30**
In the Water Department Office for 234 N Lake St

This letter is to notify you that the Water Board meeting is on July 9, 2024, at 3:30pm in the Water Department Office at 109 N Main Street, Oneida Ny 13421, 1st Floor City Hall. The Water Board will be reviewing the information regarding your payment plan request.

It is highly recommended that you attend the meeting in case there are questions from the board members regarding your request.

Sincerely,

Brodi Oatman
Clerk of the board



CITY OF ONEIDA
WATER DEPARTMENT
109 N MAIN ST
ONEIDA, NY 13421
(315) 363-1490

Service	Meter Reading		Usage	Amount
	Previous	Present		
PREVIOUS BALANCE:				304.86
WATER 100 cu ft	871	893	22	114.40
SEWER				177.01

Account Number	Amount Due
01-010001-00	\$596.27
Due Date	After Due Date Pay
6/28/2024	\$625.41
Service From	Service To
1/16/2024	4/16/2024
Service Address	
234 N. Lake St.	

You can now pay bills by phone. Call 833-768-5365 to make your payment.
They can also be paid online by visiting www.oneidacityny.gov. If paying from
your bank's online service please note it takes 2 to 3 business days for us to receive

CUSTOMER ACCOUNT INFORMATION - RETAIN FOR YOUR RECORDS

Please return this portion with your payment. When paying in person, please bring both portions of this bill.



Make check payable to City Chamberlain.

After Due Date Pay	Due Date	AMOUNT DUE
\$625.41	6/28/2024	\$596.27
Status	Account Number	
Active	01-010001-00	

Service From
1/16/2024
Service To
4/16/2024

Service Address
234 N. Lake St.
Name
Robert Klein

CITY OF ONEIDA
WATER DEPARTMENT
109 N MAIN ST
ONEIDA, NY 13421



CITY OF ONEIDA
WATER DEPARTMENT
109 N MAIN ST
ONEIDA, NY 13421

ADDRESS SERVICE REQUESTED

UTILITY BILL

PRESORTED
FIRST CLASS MAIL
US POSTAGE
PAID
PERMIT NO. 182

Robert Klein
234 N. Lake St.
P.O. Box 52
Oneida, NY 13421



Oneida, NY

Account Transaction Report

01-010001-00

Robert Klein
234 N. Lake St.
P.O. Box 52
Oneida, NY 13421

Service Address: 234 N. Lake St.

Balance Due: 596.27

Date	Transaction	Packet Number	Receipt No.	Transaction Description	Amount	Balance
6/3/2024	Bill	UBPKT01163		BILL 1/16/2024 - 4/16/2024	291.41	596.27
4/9/2024	Penalty Notice Printed	UBPKT01139		Late Notice	0.00	304.86
4/4/2024	Penalty	UBPKT01126		PENALTY Billing Criteria: UBPKT01096	27.71	304.86
3/8/2024	Payment	Batch:Cashiering Batc R00089873			-260.00	277.15
3/1/2024	Bill	UBPKT01096		BILL 10/17/2023 - 1/16/2024	279.65	537.15
1/11/2024	Penalty Notice Printed	UBPKT01070		Late Notice	0.00	257.50
1/8/2024	Penalty	UBPKT01068		PENALTY Billing Criteria: UBPKT01060	23.41	257.50
12/1/2023	Bill	UBPKT01060		BILL 7/18/2023 - 10/17/2023	234.09	234.09
11/7/2023	Lien	UBPKT01054			-302.47	0.00
10/4/2023	Penalty	UBPKT01017		PENALTY Billing Criteria: UBPKT01000	27.50	302.47
9/1/2023	Bill	UBPKT01000		BILL 4/13/2023 - 7/18/2023	274.97	274.97
8/15/2023	Cutoff Exclusion	UBPKT00980		CUTOFF EXCLUSION Billing Criteria: UBPKT00962	0.00	0.00
8/9/2023	Payment	Batch:Cashiering Batc R00078025			-727.40	0.00
7/11/2023	Penalty Notice Printed	UBPKT00972		Late Notice	0.00	727.40
7/10/2023	Penalty	UBPKT00971		PENALTY Billing Criteria: UBPKT00962	25.45	727.40
6/1/2023	Bill	UBPKT00962		BILL 1/17/2023 - 4/13/2023	254.53	701.95
4/13/2023	Penalty Notice Printed	UBPKT00944		Late Notice	0.00	447.42
4/4/2023	Penalty	UBPKT00942		PENALTY Billing Criteria: UBPKT00923	22.39	447.42
3/1/2023	Bill	UBPKT00923		BILL 10/19/2022 - 1/17/2023	223.87	425.03
1/11/2023	Penalty Notice Printed	UBPKT00906		Late Notice	0.00	201.16
1/4/2023	Penalty	UBPKT00898		PENALTY Billing Criteria: UBPKT00884	18.29	201.16
12/1/2022	Bill	UBPKT00884		BILL 7/19/2022 - 10/19/2022	182.87	182.87
11/1/2022	Collection/Lien Notice P	UBPKT00880		Relevy Notice	0.00	0.00
11/1/2022	Lien	UBPKT00880			-210.52	0.00
10/4/2022	Penalty	UBPKT00849		PENALTY Billing Criteria: UBPKT00836	19.14	210.52
9/2/2022	Bill	UBPKT00836		BILL 4/13/2022 - 7/19/2022	191.38	191.38
8/16/2022	Cutoff Exclusion	UBPKT00800		CUTOFF EXCLUSION Billing Criteria: UBPKT00779	0.00	0.00
7/28/2022	Payment	Batch:Cashiering Batc R00059031			-1,420.32	0.00
7/11/2022	Penalty Notice Printed	UBPKT00792		Late Notice	0.00	1,420.32
7/7/2022	Penalty	UBPKT00789		PENALTY Billing Criteria: UBPKT00779	21.69	1,420.32
6/2/2022	Bill	UBPKT00779		BILL 1/12/2022 - 4/13/2022	216.91	1,398.63
4/13/2022	Penalty Notice Printed	UBPKT00738		Late Notice	0.00	1,181.72
4/5/2022	Penalty	UBPKT00737		PENALTY Billing Criteria: UBPKT00722	19.99	1,181.72
3/4/2022	Bill	UBPKT00722		BILL 10/13/2021 - 1/12/2022	199.89	1,161.73
1/12/2022	Penalty Notice Printed	UBPKT00702		Late Notice	0.00	961.84
1/5/2022	Penalty	UBPKT00699		PENALTY Billing Criteria: UBPKT00678	14.97	961.84
12/3/2021	Bill	UBPKT00678		BILL 7/14/2021 - 10/13/2021	149.72	946.87
10/14/2021	Penalty Notice Printed	UBPKT00641		Late Notice	0.00	797.15
10/4/2021	Penalty	UBPKT00639		PENALTY Billing Criteria: UBPKT00620	16.43	797.15
9/2/2021	Bill	UBPKT00620		BILL 4/13/2021 - 7/14/2021	164.30	780.72
7/12/2021	Penalty Notice Printed	UBPKT00593		Late Notice	0.00	616.42
6/3/2021	Bill	UBPKT00582		BILL 1/12/2021 - 4/13/2021	171.59	616.42
4/8/2021	Penalty Notice Printed	UBPKT00563		Late Notice	0.00	444.83
3/1/2021	Bill	UBPKT00542		BILL 10/13/2020 - 1/12/2021	171.59	444.83
1/11/2021	Penalty Notice Printed	UBPKT00529		Late Notice	0.00	273.24
12/1/2020	Bill	UBPKT00515		BILL 7/15/2020 - 10/13/2020	130.00	273.24
10/14/2020	Penalty Notice Printed	UBPKT00495		Late Notice	0.00	143.24
9/1/2020	Bill	UBPKT00466		BILL 4/14/2020 - 7/15/2020	143.24	143.24
8/11/2020	Cutoff Exclusion	UBPKT00448		CUTOFF EXCLUSION Billing Criteria: UBPKT00412	0.00	0.00
8/11/2020	Cutoff Notice Printed	UBPKT00448		Door Hanger	0.00	0.00
7/22/2020	Payment	Batch:Cashiering Batc R00020189			-382.75	0.00
7/21/2020	Memo	UBPKT00448		Past Due Cutoff Notification	0.00	382.75

Date	Transaction	Packet Number	Receipt No.	Transaction Description	Amount	Balance
6/1/2020	Bill	UBPKT00412		BILL 1/14/2020 - 4/14/2020	130.00	382.75
4/13/2020	Penalty	UBPKT00396		PENALTY Billing Criteria: UBPKT00378	11.68	252.75
3/1/2020	Bill	UBPKT00378		BILL 10/20/2019 - 1/14/2020	116.77	241.07
1/6/2020	Penalty	UBPKT00337		PENALTY Billing Criteria: UBPKT00320	11.30	124.30
12/2/2019	Bill	UBPKT00320		BILL 7/22/2019 - 10/20/2019	113.00	113.00
11/5/2019	Lien	UBPKT00304			-150.70	0.00
10/7/2019	Penalty	UBPKT00244		PENALTY Billing Criteria: UBPKT00198	13.70	150.70
8/30/2019	Bill	UBPKT00198		BILL 4/23/2019 - 7/22/2019	137.00	137.00
8/1/2019	Payment	Batch:800000166	R00003761		-137.50	0.00
7/23/2019	Cutoff Exclusion	UBPKT00138		CUTOFF EXCLUSION Billing Criteria: UBPKT00027	0.00	137.50
7/10/2019	Penalty Notice Printed	UBPKT00106		Late Notice	0.00	137.50
7/8/2019	Penalty	UBPKT00094		PENALTY Billing Criteria: UBPKT00027	12.50	137.50
6/4/2019	Bill	UBPKT00027		BILL 1/16/2019 - 4/23/2019	125.00	125.00
5/29/2019	Converted Adjustment	ZUS-CONV CREDIT AP		ZUS-CONV CREDIT APPL ADJ #1	0.00	0.00
5/2/2019	Payment	ZUS-PMNT-05/02/20:			-51.70	0.00
4/3/2019	Penalty	ZUS-PENA-04/03/201			4.70	51.70
3/1/2019	Bill	ZUS-BILL-03/01/2019			47.00	47.00
12/6/2018	Payment	ZUS-PMNT-12/06/20:			-23.00	0.00
12/1/2018	Bill	ZUS-BILL-12/01/2018			23.00	23.00
9/7/2018	Payment	ZUS-PMNT-09/07/20:			-23.00	0.00
9/1/2018	Bill	ZUS-BILL-09/01/2018			23.00	23.00
6/8/2018	Payment	ZUS-PMNT-06/08/20:			-59.00	0.00
6/1/2018	Bill	ZUS-BILL-06/01/2018			59.00	59.00
3/7/2018	Payment	ZUS-PMNT-03/07/20:			-95.00	0.00
3/1/2018	Bill	ZUS-BILL-03/01/2018			95.00	95.00
12/6/2017	Payment	ZUS-PMNT-12/06/20:			-97.05	0.00
12/1/2017	Bill	ZUS-BILL-12/01/2017			97.05	97.05
9/11/2017	Payment	ZUS-PMNT-09/11/20:			-50.25	0.00
9/1/2017	Bill	ZUS-BILL-09/01/2017			50.25	50.25
6/6/2017	Payment	ZUS-PMNT-06/06/20:			-67.80	0.00
6/1/2017	Bill	ZUS-BILL-06/01/2017			67.80	67.80
3/21/2017	Payment	ZUS-PMNT-03/21/20:			-50.25	0.00
3/1/2017	Bill	ZUS-BILL-03/01/2017			50.25	50.25

Balance Due for Account 01-010001-00: 596.27

5. HARBORING OF HENS PERMIT APPLICATION-ESTABLISH FEE

RESOLUTION 24-

WHEREAS, Section 71-4 of the Oneida City Code sets forth the application and approval process to obtain a permit to harbor hens within the Inside District of the City of Oneida; and

WHEREAS, pursuant to Section 71-4(B), the application fee to be paid upon the submission of a "Harboring of Hens Permit Application," shall be as prescribed by resolution of the Common Council; and

WHEREAS, it is the desire of the Oneida Common Council to establish the fee for the harboring of hens which must be paid upon submission of an application to the Office of the City Clerk.

NOW, THEREFORE, BE IT

RESOLVED, that the Oneida Common Council does hereby establish a \$50.00 fee per application submission (Initial or renewal), to be paid to the Oneida City Clerk, to obtain a permit to harbor hens which shall take effect immediately.

Ayes:

Nays:

MOTION CARRIED

6. AUTHORIZE RETROACTIVE PAY

RESOLUTION 24-

Moved by Councilor

Seconded by Councilor

WHEREAS, that as part of the budget process for the 2024 calendar year, the City of Oneida Common Council approved a 3% salary increase for employees in Management Confidential positions, with the exception of those employees who had less than one year of service in their current Management Confidential position; and

WHEREAS, recognizing the inequity of waiting until the 2025 calendar year to provide such employees with a pay raise, the Common Council does hereby desire to give the Chief of Police, the Fire Chief, the City Assessor, the Water Superintendent, and the Assistant to the City Engineer a 3% salary increase retroactive to the one-year anniversary of their service in such positions, which will require a budget transfer;

NOW, THEREFORE BE IT

RESOLVED, that the City of Oneida Common Council does hereby approve payment of a 3% increase to base salary, retroactive to the dates specified below, for the following management confidential employees:

- | | |
|--|----------------------------------|
| • Police Chief Steve Lowell | Retroactive to February 21, 2024 |
| • Fire Chief Scott Jones | Retroactive to May 7, 2024 |
| • City Assessor Rebecca Lennon | Retroactive to June 19, 2024 |
| • Water Superintendent John Monaghan | Retroactive to February 13, 2024 |
| • Assistant to the City Engineer, Tom O’Herien | Retroactive to February 21, 2024 |

Ayes:

Nays:

MOTION CARRIED

7. BUDGET TRANSFERS/AMENDMENTS

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

	<u>To</u>	<u>From</u>
2024 Budget Adjustments		
\$ 1,600.00	001.8020.0400.0000 Planning Other Expense	001.1660.0300.0000 Central Stores

To allocate funds to cover cost of flowerpots

Ayes:

Nays:

MOTION CARRIED

8. **MOBILE FOOD VENDOR LICENSE-FEE SCHEDULE**

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

WHEREAS, pursuant to Section 116-7 of the Oneida City Code, titled "Additional Regulations for Mobile Food Vendors Licenses," the provisions of both Article I and Article II of Chapter 116 apply to all mobile food vendors in the City of Oneida; and

WHEREAS, pursuant to Section 116-5(A), issuance of a mobile food vendor license requires the submission of a complete application and the payment of applicable application fees, as determined from time to time by resolution of the Common Council, to the Oneida City Clerk; and

WHEREAS, it is the desire of the Oneida Common Council to revise the annual fee charged for a mobile food vendor license, and to eliminate fees for weekly, monthly and six-month licenses.

NOW, THEREFORE, BE IT

RESOLVED, that the Oneida Common Council does hereby revise the annual application fee to be paid to the Oneida City Clerk for a mobile food vendor license to \$125.00 and to eliminate the fees for weekly, monthly, and six-month licenses, which shall take effect immediately.

Ayes:

Nays:

MOTION CARRIED

CITY OF ONEIDA

MOBILE FOOD VENDOR LICENSE APPLICATION

January 1, 2024 – December 31, 2024

This application, along with the required items listed on Page 2, must be submitted at least two (2) weeks prior to selling or offering to sell, from a vehicle, pushcart or stand, ready-to-eat food and/or beverage items, prepackaged, preprepared, or prepared on location.

BUSINESS NAME: _____

ADDRESS: _____

PHONE #: _____

APPLICANT NAME: _____

PURPOSE OF LICENSE: _____

KIND OF GOODS SOLD: _____

METHOD OF DISTRIBUTION: _____

DMV VEHICLE REGISTRATION: _____

FEES: Daily \$25.00 ☐

Yearly \$125 ☐

ADDITIONAL SALESPeOPLE (\$15.00 each-Driver's License or Photo ID Required)

Applicants are included in the application fee.

NAME: _____ ADDRESS: _____

NAME: _____ ADDRESS: _____

NAME: _____ ADDRESS: _____

NAME: _____ ADDRESS: _____

CERTIFICATION

I do hereby certify, by signing this form, that I have received a copy of Local Law No. 3 of 2011 and do hereby certify that I will abide by the regulations of said Local Law No. 3 of 2011 and do further consent

for the City of Oneida Police Department to conduct a local background check on all individuals included in this license application as being associated with this Food Vendor License.

If a Mobile Food Preparation Vehicle (Food Truck), I do hereby certify that I have received, by signing this form, a copy of the Oneida Fire Department Requirements for Mobile Food Preparation Vehicles and a Mobile Food Preparation Vehicle Inspection Affidavit.

SIGNATURE: _____

DATE: _____

PRINT NAME: _____

TITLE: _____

PLEASE ATTACH THE FOLLOWING TO YOUR APPLICATION:

Insurance Policy naming the City of Oneida as an additional insured ☐

Proof of Worker's Comp and Disability Insurance ☐

Valid permit from the Health Department ☐

NYS Sales Tax Certification (Certificate Number) ☐

Photocopy of the vehicle ☐

Mobile Food Preparation Vehicle Inspection Affidavit ☐

FORMS OF PAYMENT ACCEPTED:

Cash

Personal Check from a local bank (payable to City Clerk)

Money Order (payable to City Clerk)

Credit /Debit Card if paid in person

For Office Use Only

Approved by: _____

Date: _____

Police Department

Approved by: _____

Date: _____

City Clerk/Deputy

License #:

LOCAL LAW NO. 3 OF 2011

- I. Sections 116-1 through and including 116-5 of Chapter 116 of the Code of the City of Oneida are hereby denominated as Article I of Chapter 116 and are amended to read as follows:

ARTICLE I

General Regulations for Peddlers and Solicitors

§ 116-1. Definitions.

As used in this Chapter, the following terms shall have the meanings respectively ascribed to them in this section:

ESTABLISHED PLACE OF BUSINESS – A building permanently affixed to a parcel of land within the City of Oneida in which, or from where a person or business entity lawfully transacts business involving the retail sale of goods, including related services, including food and food services, directly to customers at or from that location.

PEDDLER – Any person, either principal, employee or agent, who does not have an established place of business, or whose principal or employer does not have an established place of business, and who sells, barter, or offers for sale or barter, or who carries or exposes for sale or barter any goods, wares or merchandise, including related services, and including food and related food services, on foot or from any vehicle from, or in, any public street or public place.

SOLICITOR – Includes any person who goes upon private property from place or house to house without the prior invitation of the owner or occupant(s) of the premises, taking or offering to take orders for goods, wares, or merchandise, or for goods to be delivered or services to be performed in the future.

MOBILE FOOD VENDOR – A Peddler who sells or offers for sale, from a vehicle, pushcart or stand, ready to eat food and/or beverage items, prepackaged, pre-prepared, or prepared on location.

VEHICLE -- A vehicle as defined by the New York State Vehicle and Traffic Law.

PUSHCART – Any wheeled device used by a mobile food vendor, not otherwise constituting a vehicle, which may be moved or propelled either by mechanical or human power.

STAND – A moveable, portable or collapsible structure, framework, device, container or other contrivance used by a mobile food vendor other than a pushcart or vehicle.

§ 116-2. Applicability; exemptions.

A. Nothing in this Chapter shall apply:

- (1) To any sales conducted pursuant to statute or by order of any court.
- (2) To any person selling personal property at wholesale solely to dealers in such goods.

- (3) To businesses having an established place of business as defined in this Chapter, or to farmers and truck gardeners who themselves or through their employees, sell products of their own farms and gardens located within the City.
 - (4) To any honorably discharged member of the Armed Forces of the United States who has procured a license as provided by § 32 of the General Business Law of the State of New York.
 - (5) To any public market authorized by the Common Council under such rules and regulations as it may provide for the operation and control of said market; or so as to interfere unlawfully with interstate commerce.
 - (6) To any activities sponsored by and held for the benefit of any bona fide non-profit museum, fraternal, charitable, educational, or religious organization, including any not-for-profit corporation, downtown improvement committee or other bona fide civic organization, nor shall this Chapter apply to any vendors, including peddlers, assembled or brought together for a scheduled event sponsored or conducted by such organization, such as a block party, trade or product show, where part of the proceeds or fees from such vendors are paid to the benefit of such organization.
- B. The burden of proving entitlement to exemption from the requirement of this Chapter shall be upon the person or entity claiming such exemption.

§ 116-3. Licensed required.

It shall be unlawful for any person, within the corporate limits of the City, to act as a peddler, solicitor or mobile food vendor, as defined in § 116-1, without first having in force and effect a license or permit therefor issued by the City Clerk as herein provided.

§ 116-4. Application.

Any person desiring to procure a license required by the provisions of this Chapter shall file with the City Clerk a written application upon a form prepared and furnished by the City Clerk. Such application form shall provide not less than the following information:

- a. the location(s) from which the applicant desires to operate and the number and description of all vehicle(s) to be used by the applicant, including DMV registration information and photographs of all such vehicles, pushcarts or stands;
- b. the kind of goods, wares or merchandise to be sold or the kind of service he or she desires to perform;
- c. the method of delivery or distribution of the goods and services to be sold;
- d. the name, address, age and photographs of the applicant and all employees, employees and representatives that will engage in the peddling and/or soliciting;
- e. the period of time for which the applicant desires the license;
- f. a signed release providing consent for the Oneida City Police Department to conduct a local background check on the applicant and all individuals identified as being associated with the peddling and/or soliciting activities; and
- g. such other information as may be required by the City Clerk.

§ 116-5. Issuance and fees.

- A. Upon the filing of a complete application and payment of the applicable application fees, as determined from time to time by resolution of the Common Council, and upon receipt of an

approved local background check from the City Police Department, the City Clerk shall, upon the approval of such application, issue to the applicant a license.

- B. Upon the approval of a license to peddle or solicit at parades, block parties or similar events where the public is gathered in mass, an arm band shall be provided by the City Clerk to each authorized individual signifying his or her status as a licensed peddler or solicitor. It shall be unlawful for a vendor not to conspicuously display the arm band on his or her person during such event.

§ 116-6. Revocation of Permits and Penalties for Violations.

- A. Any permit or license issued under the provisions of this Chapter may be revoked upon determination of any one or more of the following conditions:
- a. the making of any false or fraudulent statement by the applicant;
 - b. the suspension or revocation of an applicant's Health Department Permit or New York State Sales Tax Certificate of Authority;
 - c. the City's determination, upon three days prior notice to the Permit Holder or Licensee, that the Permit Holder or Licensee is in violation of any provision of this Chapter.
- B. In addition to constituting grounds for revocation of a permit or license, any violation of any provision of this Chapter shall be an offense punishable by a maximum fine of \$250 or by imprisonment for not more than 15 days, or both such fine and imprisonment.

- II. There is hereby added to Chapter 116 of the Code of the City of Oneida a new Article II to read as follows:

ARTICLE II

Special Regulations for Mobile Food Vendors.

§ 116-7. Additional Regulations for Mobile Food Vendor Licenses.

All of the provisions of Article I of this Chapter shall apply to all mobile food vendors conducting business within the City, whether on a seasonal, weekly, or one time basis, in any public place. The following additional requirements shall also apply to mobile food vendors:

- a. All mobile food vendors must obtain a seasonal, weekly or one-time mobile food vendor's license. Such licenses will be issued by the City Clerk in accordance with the provisions of this Article and Chapter.
- b. Each mobile food vendor license shall state the specific location(s) from which the mobile food vendor shall be authorized to conduct business pursuant to such license. Each license shall be valid for a single location only.
- c. Locations available to licensed mobile food vendors shall be specifically designated from time to time by resolution of the Common Council following review and recommendation by the Chief of Police, the Director of Parks and Recreation and the City Engineer with respect to potential risk to public safety. In no event shall any such authorized location be less than twenty feet from a street intersection.
- d. All mobile food vendors shall state, in order of preference, their three preferred location(s) in their license application. In the event more than one prospective vendor desires the same location, the City Clerk shall give preference in the

assignment of the permit locations to the applicant(s) who have held a mobile food vendor's license from the City for the most consecutive years prior to the year in question.

- e. Seasonal licenses shall be renewable annually and shall be valid from January 1st to December 31st of each calendar year. The City Clerk shall publish a notice in the City's official newspaper between November 1st and November 15th of the preceding calendar year stating that for seasonal mobile food vendor license applications shall be submitted to the City Clerk by the following 10th day of December and shall be acted upon by the City Clerk in accordance with these regulations within three business days thereafter.
- f. Daily or weekly licenses may be issued only for locations not previously assigned to a seasonal licensee. In the event more than one application is received for the same location for the same day(s) or week(s), the City Clerk shall give preference in the assignment of the permit locations to the applicant(s) who have held a mobile food vendor's license from the City for the most consecutive years prior to the year in question.
- g. All mobile food vendors shall agree to defend and indemnify the City of Oneida from all claims, losses and liabilities the City may incur as a consequence of the operations of the mobile food vendor. In addition, each mobile food vendor must submit to the City Clerk proof of the following required insurance coverage: general liability insurance with personal injury coverage limits per occurrence of not less than \$300,000 naming the City of Oneida as additional insured, as well as worker's compensation and disability insurance as statutorily required under New York State Law.
- h. Prior to commencement of business activities under a mobile vendor's license, the applicant shall provide to the City Clerk proof of the issuance of a valid permit from the Madison County Health Department for such business operations and a valid New York State sales tax certificate.
- i. Upon the approval of a mobile food vendor's license, the City shall provide the licensee with a license document signifying his or her status as a licensed mobile food vendor. It shall be unlawful for a mobile food vendor to not conspicuously display the license on his or her vehicle, pushcart or stand during business operations. Preservation of the integrity of the license document from the elements while displayed shall be the responsibility of the vendor.
- j. Food vendors shall provide suitable disposal receptacles for use by patrons and shall be responsible for all clean-up and removal of all debris and trash resulting from the operation of their individual sites.
- k. No food vendor shall place his vehicle, pushcart or stand on lawn areas of parks or other public places, or otherwise operate his or her business in such manner as to cause damage to any such green areas.
- l. Food vendors shall be responsible for the repair of any damage whatsoever to any public grounds or other public property caused by, or in association, with their business. The City shall have the right at any time and without prior notice to the license holder, to repair any such damage and invoice the license holder for all such costs. Failure to pay any such invoice within ten days shall be grounds for immediate revocation of the mobile food vendor's license.
- m. No alcoholic beverage may be sold or offered for sale by a mobile food vendor.

- n. Hours of operation shall be limited to one-half hour after sunrise to one-half hour before sunset.
- o. All mobile food vendor licenses shall be subject to the condition that all licensees agree to comply with the direction of any police officer, or any City employee or representative acting within the scope of his or her employment, directing the licensee to temporarily suspend or alter operations, or temporarily relocate to another location for such period of time as may be determined by the City in order to accommodate a parade, funeral or other activity of a community nature. Failure to obey any such directive shall be grounds for the immediate revocation of the license.

III. This local law shall take effect November 1, 2011.

CITY OF ONEIDA FIRE DEPARTMENT

DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE

Scott A. Jones
Fire Chief



109 North Main Street
Oneida, New York 13421
TEL: 315-363-1910
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OFD Requirements for Mobile Food Preparation Vehicles

Purpose

The intent of this guidance is to provide clarification of the requirements for *Mobile Food Preparation Vehicles* (MFPVs).

Scope

Mobile Food Preparation Vehicles (MFPVs) are defined as vehicles that contain cooking equipment that produce smoke or grease-laden vapors for the purpose of preparing and serving food to the public. Vehicles intended for private recreation shall not be considered mobile food preparation vehicles.

Mobile Food Preparation Vehicles are subject to the requirements of Section 319 of the 2020 Fire Code of New York State

Mobile Food Preparation Vehicles, operating in the City of Oneida, that utilize LP-Gas and/or CNG systems must have all LP-Gas/CNG containers and fuel-gas piping system inspected annually per Section 319.10.3 of the 2020 Fire Code of New York State. MFPVs will also be subject to an annual inspection by the Oneida Fire Department. An operational permit shall be issued by the Oneida Fire Department Fire Marshal's Division, in accordance with Section [NY] 105.6 of the 2020 Fire Code of New York prior to operation.

Issuance of an Operational Permit for Mobile Food Preparation Vehicles

The Oneida Fire Department will issue an operational permit to a Mobile Food Preparation Vehicle when the following requirements are met:

1. A completed **Mobile Food Preparation Vehicle Inspection Affidavit**.

The **Mobile Food Preparation Vehicle Inspection Affidavit** must be completed by an inspection agency or a company that is registered with the U.S. Department of Transportation to re-qualify LP-gas cylinders. The intent of this 3rd party inspection is to ensure that system components are free from damage, suitable for the intended service and not subject to leaking.

*Mobile Food Preparation Vehicles that do not possess a completed **Mobile Food Preparation Vehicle Inspection Affidavit** will not receive an annual inspection by the Oneida Fire Department and will not be allowed to operate in the City of Oneida.*

2. The following items will be checked during the Oneida Fire Department's annual inspection:

- **Exhaust Hoods:** Exhaust Hoods are installed, inspected and maintained in accordance with Section 607 of the 2020 Fire Code of New York State. Hoods shall be clean with all required filters in place and properly installed.
- **Automatic Fire Extinguishing Systems (for the protection of the cooking equipment):** Automatic Fire Extinguishing systems shall be installed, inspected and maintained in accordance with Section 904.12 of the 2020 Fire Code of New York State.
Extinguishing systems must have a current inspection tag, be in good shape, and cover cooking surfaces.
- **Fire Extinguishers:** There shall be at least (1) fire extinguisher (minimum of 10 ABC or larger). If the MFPV utilizes a combustible cooking medium (vegetable or animal oil and fats), at least (1) Class K fire extinguisher, in addition to the 10lb ABC extinguisher, is required. Extinguisher(s) must be readily available in the vehicle. Extinguishers must have a current inspection tag (within 12 months) attached and appear to be in good working condition.
- **Vehicle Safety:** Wheel chocks must be used to prevent vehicles and any temporary/wheeled/mobile cooking units from moving once the vehicle is in place.
- **Separation:** Mobile or temporary cooking operations are required to be separated from buildings or structures, combustible materials, vehicles, and other cooking operations by a minimum of 10 ft. (3 m).
- **Tents:** Mobile or temporary cooking may not take place within tents occupied by the public.

- **Seating:** Seating for the public shall not be located within any mobile or temporary cooking vehicle.
- **Fire Department Access:** Mobile or temporary cooking operations shall not block fire department access roads, fire lanes, fire hydrants, or other fire protection devices and equipment.
- **Communication and Training:** An approved method of communication with emergency personnel shall be accessible to all employees. Prior to performing mobile or temporary cooking operations, workers are to be trained in emergency response procedures, including the use of provided extinguishers.
- **Fryers:** All grease fryers shall have a lid provided over the oil vat to be secured to prevent the spillage of cooking oil during transit. This lid shall be secured at all times when the vehicle is in motion. Disposal of used cooking oils shall only be in suitable metal containers or those if provided on site.

When in operation, Mobile Food Preparation Vehicles will be subject to unannounced site inspections by the Oneida Fire Department.

MFPV Operational Permits are valid from the date of issuance until the end of the calendar year.

Operational Permit Placards shall be continuously and conspicuously posted.

The completed **Mobile Food Preparation Vehicle Inspection Affidavit** must be kept on site and produced upon request.

Failure to post the operational permit or produce **Mobile Food Preparation Vehicle Inspection Affidavit**, upon request, may result in the operation being shut down until documentation is verified by the Oneida Fire Department.

Scott A. Jones
Fire Chief
City of Oneida Fire Department

CITY OF ONEIDA FIRE DEPARTMENT

DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE

Scott A. Jones
Fire Chief



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To: All Mobile Food Preparation Vehicles (Food Trucks) operating in the
City of Oneida

From: Oneida Fire department Fire Marshal's division

Date: July 2024

Re: Mobile Food Preparation Vehicle Inspection Affidavit

Section 319.10.3 Fuels Gas Systems of the 2020 Fire Code of New York State states:

LP-gas containers installed on the vehicle and fuel-gas piping systems shall be inspected annually by an approved inspection agency or a company that is registered with the U.S. Department of Transportation to requalify LP-gas cylinders, to ensure that system components are free from damage, suitable for the intended service and not subject to leaking. CNG containers shall be inspected every 3 years in a qualified service facility. CNG containers shall not be used past their expiration date as listed on the manufacturer's container label. Upon satisfactory inspection, the approved inspection agency shall affix a tag on the fuel gas system or within the vehicle indicating the name of the inspection agency and the date of satisfactory inspection.

This affidavit, section 1 and 2, must be completed annually and forwarded to the Oneida Fire Department – Fire Marshal's division in order to operate a Mobile Food Preparation Vehicle (Food Trucks) in the City of Oneida.

Section 1: Vendor Information

Vehicle (Business) Name: (add unique identifier for companies with multiple vehicles)	
Responsible Party:	
Business Address:	
Phone #:	
Email:	

Section 2: Inspection Company Information

Inspection Company:	
USDOT#:	
Address:	
Phone #:	
Email:	
Name of Inspector:	
Inspector Signature:	

Scott A. Jones
Fire Chief
City of Oneida Fire Department

9. AGREEMENT-MUTUAL AID/VILLAGE OF CANASTOTA

RESOLUTION 24-

Moved by Councilor

Seconded by Councilor

RESOLVED, to authorize the Acting City Manager to sign a mutual aid agreement between the City of Oneida and the Village of Canastota Police Departments.

Ayes:

Nays:

MOTION CARRIED

POLICE MUTUAL AID AGREEMENT
(OUTSIDE SERVICE BY LOCAL LAW ENFORCEMENT)

THIS AGREEMENT made _____, 2024, by and between the City of Oneida Police Department, with offices located at 108 Main Street, City of Oneida, New York 13421, and the Canastota Village Police Department, with offices located at 211 South Peterboro Street, Village of Canastota, New York 13202.

RECITALS

WHEREAS, Section 119-o of the General Municipal Law (GML) permits municipal corporations to enter into agreements for the performance amongst themselves or one for the other of their respective functions, powers and duties on a cooperative or contract basis or for the provision of a joint service; and

WHEREAS, §119-n(c) and §119-o GML further provide that municipal corporations that enter into such agreements for a joint service may extend the appropriate territorial jurisdiction of the participants necessary to fulfill said service, and personnel assigned to a joint service shall possess the same powers, duties, immunities, and privileges they would ordinarily possess if they performed them in the area where they are employed; and

WHEREAS, all of the above named agencies are all located entirely within the County of Madison with all of the jurisdictions employing their own police departments which currently provide police service exclusively to their own respective jurisdictions; and

WHEREAS, the parties have determined that it is in the best interests of the respective communities and of mutual advantage to enter into this Agreement for the provision of interagency law enforcement services on a day-to-day basis;

NOW THEREFORE, pursuant to the above considerations and the covenants and mutual benefits herein expressed, the parties agree as follows:

ARTICLE ONE
Purpose of the Agreement

The purpose of this Agreement is to:

1. Formalize the relationship between the local governments and their police departments and enhance and define the scope of the inter-agency cooperation;
2. Eliminate the need to follow the formal procedure set forth in GML §209-m to request assistance from the other party in the form of personnel and equipment;

3. Provide for enhanced effectiveness of response to requests to handle and resolve law enforcement intervention situations;

4. To ensure an adequate number of trained and equipped law enforcement officers to handle and resolve emergency disasters and any other situation that is emergent and merits a combined response for the sake of public safety and security;

5. Provide for the development of joint policies, procedures and use of training exercises or programs where skills, knowledge, procedures, and expertise are shared with each other's department and personnel; and

6. Provide for the possibility of obtaining and maintaining shared equipment.

ARTICLE TWO

Scope of Agreement

Inter-jurisdictional law enforcement service and assistance (mutual aid) may be provided among the local governments during those times of both:

1. Emergency;

2. To ensure an adequate number of trained and equipped law enforcement officers to handle and resolve any emergency, disaster and any other situation that is emergent and merits a combined response for the sake of public safety and security;

3. Temporary assignment of law enforcement officers and/or equipment of one party to the other for patrol purposes and response to calls for service where the officers and/or equipment of the party requesting assistance may be unavailable due to prior calls for service;

4. Response of officer(s) of one party into the other party's jurisdiction to provide backup for officers on or responding to calls which would require a two officer response, and only one officer of the requesting party is available;

5. Response of officer(s) of one party into the other parties jurisdiction to provide a specialized function or service in which officers of the responding police department are uniquely trained and/or equipped for (i.e. Taser deployment, tactical team deployment, forensic response);

6. Conducting joint investigations and executions of warrants;

7. Conducting joint training and development of policies and procedures. With the goal of the latter function to pursue consistency in response and possible joint accreditation; and

8. Sharing of all categories and types of equipment and facilities.

It is not the intent of this Agreement to circumvent any collective bargaining agreements in place within either jurisdiction in regard to staffing and payment of overtime to cover shift shortages. Rather it is the intent of this Agreement to maximize the effectiveness, efficiency and safety of the officers and personnel of all of the local governments while working their pre-scheduled shift with the exception of pre-established on-call specialize investigative teams.

ARTICLE THREE

Power and Authorization

Each party authorizes the officers working at the time mutual aid is needed to request temporary assistance from the other party. This request should come from the supervisor or officer in charge of the shift of the requesting agency at the time, whenever possible. Any request for assistance that is pre-planned and/or will be of longer duration (i.e. training, large scale preplanned events) should come through the respective Police Chief or his designee. The judgment of the officer authorized under this Agreement of each municipality rendering aid as to the amount of personnel, supplies, and equipment available shall be final.

1. The obligation to render mutual aid is strictly voluntary in nature. It does not place any of the local governments under any obligation to respond to a request for mutual aid or assistance of the other party that it is unable or unwilling to honor. Such law enforcement aid may be provided on an actual or standby basis.

2. Each party agrees that the responding party may hold back sufficient personnel and equipment to provide adequate protection within the territory of the responding party. Should a need for the loaned personnel and equipment arise with the territory of the responding party, then the responding party may recall such personnel and equipment or any part thereof. The responding party shall inform the requesting party of its intent to withdraw from the situation.

3. Pursuant to sections §119-n(c) and §119-o GML, officers assisting another local government outside their normal geographical area of employment shall have all powers and authority of law enforcement officers in such other jurisdiction as provided by law, including the power of arrest.

ARTICLE FOUR

Control of Personnel and Equipment

The officer in charge of the requesting party shall be in command of the operation(s) under which the equipment and personnel sent by the responding party shall serve; provided, that the responding personnel and equipment shall be under the immediate supervision of the officer in charge of the responding party, if more than one officer responds. Command, however, may be

relinquished to a ranking or senior officer of the party rendering assistance under the terms of this Agreement.

Further, each party authorizes the respective Police Chiefs, or their designee, to pre-arrange training exercises and programs, as well as temporary assignment of officers and/or equipment to another law enforcement agency for training or investigatory purposes.

ARTICLE FIVE

Compensation and Expenses

All individuals shall retain all of their pension, disability, contractual and compensation rights (including workers' compensation and GML 207-C benefits) while performing duties in accordance with this Agreement. All salaries, legal and contractual benefits, and other personnel costs together with equipment and supply costs will be the responsibility of the respective local government employing the officer.

Neither participant, as a requesting party, shall be obligated to compensate the responding party for services rendered by or injuries to the responding party's personnel, or for the use or damage to the responding party's equipment. Specifically, and without limiting the foregoing, the requesting party shall have no obligation for payment of wages or withholding for unemployment, workers' compensation, GML 207-C benefits, or for the payment of any other benefits to the personnel of the responding party. Each participant hereto hereby expressly waives all claims of whatever type or nature, except for gross negligence, against the other and its personnel, which may arise out of the performance of this Agreement. The terms of this provision may be altered if agreed to separately by the parties Police Chiefs and respective municipal governing bodies.

ARTICLE SIX

Liability and Indemnification

Neither party shall incur any liability or responsibility for the failure to respond to any request for assistance made pursuant to this Agreement. This Agreement shall not be construed as or deemed to be an Agreement for the benefit of any third party or parties, and no third party or parties shall have any right of action whatsoever hereunder for any cause whatsoever.

Neither party shall be required to indemnify the other or any claim arising out of participating under this Agreement. Each party shall be responsible for defending its own respective entity in any action or dispute that arises in connection with or as a result of this Agreement and that each party will be responsible for bearing their own costs, damages, losses, expenses, and attorney's fees. Each party shall be obligated to notify the other of any claims or lawsuits received arising out of any mutual aid operations.

All immunities from liability enjoyed by the local government within its boundaries shall extend to its participation in rendering aid under this Agreement outside of its boundaries unless

otherwise provided by law. All the immunities from liability and exemptions from laws, ordinances, and regulations which Law Enforcement Officers employed by local governments which are parties to this Agreement have in their own jurisdictions shall be effective in the jurisdiction in which they are giving aid unless otherwise provided by law or this Agreement.

ARTICLE SEVEN

Rules and Regulations

The Police Chiefs of the local governments shall establish uniform rules and regulations for requesting and rendering mutual aid as necessary and appropriate to implement this Agreement. Vehicles, firearms, equipment, and apparatus furnished in or for mutual aid shall be operated by personnel trained in the proper use of same. It is understood that under no circumstance will privately owned vehicles or equipment be utilized in providing mutual aid unless commandeered or authorized by the commanding officer of the local government received aid.

ARTICLE EIGHT

Cooperation and Line of Duty Death or Injury

In the event of a mutual aid or assistance situation results in an officer-involved shooting, accidental injury or other event or results requiring investigation or review, both parties will cooperate and consult with each other in the conduct of such investigation or review. Each local government and each law enforcement agency will make available to the other any information or resources necessary to conduct such investigation or review.

The Police Chiefs will fully communicate, consult, and cooperate with each other to ensure that a thorough, efficient, and effective investigation or review is conducted and that unnecessary duplication is avoided. The results of such investigation shall be shared with each local government. In such cases and with agreement between the host agency and the members agency, any such complex investigation may be turned over to an outside competent authority (e.g. New York State Police, etc.).

The effect of the death, injury or disability of any officer who is killed, injured, or disabled outside the territorial limits of either participating entity while in the performance of this Agreement, shall be the same as if they were killed, injured or were to become disabled while that officer was functioning within its own territorial limits, and such injury or death, shall be considered an in the line of duty death.

ARTICLE NINE

Approval, Modification and Termination

This Agreement shall not be effective until approved by a majority vote, as required by section 119-o of the General Municipal Law of the governing body of each party.

This Agreement may be changed, modified, or amended by written Agreement of the participants, subject to the requirements of the first paragraph of this Article.

This Agreement may be terminated at any time by passage of a resolution terminating same by the governing board of a party to the Agreement. A copy of the resolution shall be promptly filed with the Clerk of each local government following its passage. However, obligations previously incurred are not extinguished by the termination of the Agreement.

ARTICLE TEN

Miscellaneous

This Agreement constitutes the entire Agreement between the parties and cannot be modified or amended except by written Agreement of the parties pursuant to Article Nine, above.

The laws of the State of New York shall govern this Agreement.

Each participant agrees that each will comply with all applicable, federal, state, and local laws, rules, and regulations applicable to the respective entities and employees in connection with the performance of this Agreement.

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original.

For the purposes of this Agreement, when involved in routine Law Enforcement work of a nonemergency nature, temporary assignments and training exercises, the Law Enforcement Agency from which the equipment is assigned, or which is providing the training, or which is sponsoring the training exercise shall be deemed the assisting local government.

ARTICLE ELEVEN

Severability Clause

In case any provision of this Supplemental Indenture shall be invalid, illegal, or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby and such provision shall be ineffective only to the extent of such invalidity, illegality, or unenforceability.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the date and year written above.

City of Oneida Police Department:

Acting City Manager, John Monaghan:

Date:

Canastota Village Police Department:

Elected Official Signature:

Date:

10. CITY OF ONEIDA SALE OF PERSONAL PROPERTY

RESOLUTION 24-

Moved by Councilor

Seconded by Councilor

WHEREAS, the City of Oneida has a fiduciary duty to be responsible stewards of public funds and the City's personal property; and

WHEREAS, in fulfillment of such obligation, the City of Oneida Common Council does desire to ensure the proper disposal, which may include sale of personal property, including, but not limited to equipment and supplies, declared "surplus" and deemed eligible for sale.

NOW, THEREFORE BE IT

RESOLVED, that the City of Oneida Common Council does hereby require that all City of Oneida personal property, which shall have been duly declared surplus by the Common Council and deemed eligible for sale, shall be sold on the virtual platform known as "Auctions International" for the balance of the City of Oneida's fiscal year.

Ayes:

Nays:

MOTION CARRIED

11. CITY MANAGER SEARCH COMMITTEE

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

WHEREAS, the City of Oneida is in the process of searching for a City Manager; and

WHEREAS, an ambiguity has been identified in item numbers 4 (subsequently amended on June 18, 2024, by Resolution 24-148) and 5 of Resolution 24-90 (April 16, 2024) regarding appointment of the City Manager Search Committee.

NOW, IT IS THEREFORE

RESOLVED AND DETERMINED, that item numbers 4 and 5 of Resolution 24-90/24-148 be amended and restated as follows, effective immediately:

Item Number 4

The Committee shall review all applications and supporting documents and shall invite all applicants who satisfy the bachelor's degree and five years of management experience for a preliminary interview by the Committee, either in person or virtually, at his or her expense.

Item Number 5

After completion of preliminary interviews pursuant to item number 4, the Committee shall then select, by majority vote, from the applicants who completed preliminary interviews, those to be invited for in-person interviews in Oneida City Hall pursuant to item number 6 of Resolution 24-90. The Committee shall have the discretion to determine the number of candidates to be invited for in-person interviews in Oneida City Hall.

Ayes:

Nays:

MOTION CARRIED

APPOINT SPECIAL COMMITTEE-CITY MANAGER SEARCH COMMITTEE

RESOLUTION 24-90

Moved by Councilor Hitchings
Seconded by Councilor Simchik

WHEREAS, having been vacated by the resignation of the Interim City Manager, the City of Oneida is commencing the process of searching for a qualified City Manager to fill such position; and

WHEREAS, the Oneida Common Council deems it desirable to provide some assurance to City residents that the search for a City Manager will be conducted in an open and competent manner.

NOW, THEREFORE, it is

RESOLVED AND DETERMINED, that to facilitate the effective and efficient search for a qualified City Manager, the following procedure shall be implemented:

1. The Mayor, pursuant to Section 3.11(B) of the Oneida City Charter, shall appoint a special committee to conduct the search for a City Manager, the "City Manager Search Committee" (the "Committee"), subject to the approval of the Common Council, consisting of the following individuals:
 - a. ~~two senior members of the Common Council;~~ The Mayor and Deputy Mayor
 - b. ~~the Oneida Chief of Police and City Engineer;~~
 - c. ~~one officer, who shall be selected from one of the unions with which the City has collective bargaining units; and~~
 - d. ~~and two residents of the City of Oneida.~~ Five (5) residents from each of the wards other than that served by the Deputy Mayor to be appointed by the Council as a Special Committee

The members of the Committee shall select a Chairperson and Vice-Chairperson by majority vote.

2. The City shall advertise and solicit applications from persons interested in being considered for the position of the City Manager of the City of Oneida, consistent with the PURPOSE, as set forth in Local Law No. 6 of 2023, that "[a] full time city manager has the education and experience to administer the City of Oneida's operations in managing departments and preparing budgets. A professional manager who understands how to motivate and evaluate staff will make the City of Oneida more responsive to citizens and better enable the City to hire and maintain qualified individuals," and who meet the qualifications as set forth in the Oneida City Charter Section 12.1, which provides that "[t]he City Manager shall be appointed solely on the basis of executive and administrative qualifications for the duties of the office. Prior to the appointment, the City Manager shall be qualified by at least five (5) years management experience and must have a bachelor's degree in business and/or public administration or a substantially similar field. The City Manager need not be a resident of the City, but it is preferred."

3. Recognizing the possibility that no candidate for the position of City Manager may have experience in all of the following, experience in the following is desirable:
 - a. Five years of employment experience in a municipality located in New York State with progressive increases in level of responsibility for personnel and budgets;
 - b. Possession of a Master of Public Administration or Master of Business Management from an accredited institution of higher learning; and
 - c. Experience in managing municipal employees subject to New York State Civil Service Law and public employee collective bargaining, including, but not limited to, negotiating, and implementing contracts with public employee unions, public employee discipline, hiring in compliance with Civil Service requirements and decisions rendered by the Public Employment Relations Board.
4. Applications for the position of City Manager shall be due on or before May 31, 2024. The Committee shall review all applications and supporting documents, and shall invite all applicants who satisfy the Bachelor's degree and five years of management experience to be interviewed, either in person or virtually, at his or her expense, by the Committee.
5. The Committee shall select those applicants that the Committee by majority vote desires to interview in person.
6. Those candidates selected for in person interviews shall be interviewed as follows (not necessarily in the following order):
 - a. Candidates shall be interviewed, for at least one hour, by all Department heads who chose to participate, chaired by the Committee Chairperson;
 - b. Candidates shall be interviewed by the Committee in a meeting scheduled for one hour; and
 - c. Candidates shall make a 10-15-minute presentation to members of the public regarding his/her qualifications, experience, why he/she wants to be City Manager of Oneida, and goals for his/her first six months as City Manager if appointed, and answer question and engage in dialogue with such members of the public for at least 45 minutes. This opportunity for members of the public shall be publicized with at least 10 days' notice, shall be conducted in the City Council Chamber in City Hall, and chaired by the Committee chair or, if the Committee Chair is unavailable, the Mayor. Councilors and members of the Committee may participate.
 - d. Candidates shall be interviewed, presided over by the Mayor, by Councilors who wish to participate, for up to one hour, subject to mutual agreement to extend the length of this interview, with each candidate making a 10-15 minute presentation to the Councilors regarding their qualifications, experience, why they want to be City Manager of Oneida, his/her understanding of the role of City Manager, and goals for their first six months as City Manager if appointed, contract terms, and answer question and engage in dialogue with Councilors for up to 45 minutes. Such interview with the Councilors shall be in an executive session duly entered into from a regular or special meeting conducted in accordance with the City Charter and the Open Meetings Law. Members of the Committee shall be invited to attend as observers.
7. After the interview process has been completed, the Committee shall solicit and receive comments from the Department heads, the Councilors, and the public.

8. The Committee shall review all documents, comments, and input received, and recommend in writing three candidates to the Common Council, ranked first, second and third with a summary of each of the three candidates and the reasons why the Committee ranked them in the recommended order.
9. The Common Council in executive session shall reject recommended candidates or independently rank the remaining recommended candidates in preferred order and authorize the Mayor to offer the position of Oneida City Manager first to the Council's first preferred candidate, consistent with the approved budget for such position in the 2024 City of Oneida budget and to negotiate terms of a contract. If the Council's first ranked candidate declines the offer, then the Mayor is hereby authorized to make the offer to and negotiate with the Council's second preferred candidate, and so on with the third Council ranked candidate. The contract of employment with the City Manager is subject to approval by the Common Council.

DISCUSSION: Councilor Hitchings expressed support for the idea of a committee to ensure alignment and impartiality but raised questions about the rationale behind certain appointments. Specifically, she asked why the Chief of Police, and the City Engineer were chosen for the Committee, to which Mayor Rossi confirmed that it was because they oversee the largest departments in the City.

She proposed changes to the composition of the Committee, suggesting that the two senior members of the Common Council be replaced by the Mayor and Deputy City Mayor. Additionally, instead of two residents from the City of Oneida, she recommended that each Council member from the other 5 wards not represented (Wards 1, 3, 4, 5, 6) appoint someone from their ward with leadership and professional experience.

Councilor Laureti shared research he had conducted on how other municipalities structure committees for similar positions, emphasizing the importance of including more residents. Councilor Hitchings also suggested setting a deadline, such as May 1, for accepting applications, as well as establishing a timeline for the search and interviews. She proposed that to maintain fairness, the Mayor and Deputy Mayor could collaborate with the Council members on the selection of residents from their wards.

Councilor Laureti asked about the order in which the interviewing process would take place. Mayor Rossi advised that there was no specific order and that some things, such as interviews by the Committee and by Department Heads could happen on the same day. Councilor Laureti sought confirmation regarding the multiple people involved in the interview process. Mayor Rossi explained that there would be interviews with the Committee members and interviews with the Department Heads. The Committee would then come together and present the top 3 candidates to the Council. Councilor Laureti suggested this be changed to the top 5 candidates, to which Mayor Rossi agreed and expressed the hope of attracting as many candidates as possible to ensure the selection of the best candidate to move forward.

Attorney Bell confirmed that the changes would be made as follows:

1. From Item No. 1-Subsection A shall read Mayor and Deputy Mayor, and Subsection B and C

shall be stricken; Subsection D shall refer to 5 residents from each of the wards other than that served by the Deputy Mayor to be appointed by the Council as a Special Committee.

2. Regarding the deadlines, Item No. 4 would be revised to reflect applications for the position of City Manager shall be due on or before May 31, 2024.

The council agreed that they will later decide on a deadline for the interview process, and this will be left open for now.

Councilor Hitchings recommended that any interested resident reach out to their ward representative via email with their credentials and reason as to why they would like to be on the committee.

Councilor Hitchings also inquired about the process after the committee members have been selected by the councilors. Attorney Bell advised that according to the City Charter (Section 3.11 A and B of Article III), the Committee in accordance with this resolution outlining the procedure, along with the names of the appointees, would then have to be approved by the Council.

Councilor Hitchings clarified that the selection of the resident from each ward would be done by the individual councilors in collaboration with the Mayor and Deputy Mayor and input from the Council as a whole. This clarification was in response to a question asked by a member of the audience asking if the residents would be selected by the Council, subject to the Open Meetings Law. Attorney Bell stated that under the terms of the Charter, Special Committee appointments would be subject to the vote by Council and yes, would be subject to the Open Meetings Law. She assumed that at the next meeting (May 7), if the Council has their choices made, there would be a resolution for the establishment of the committee and the designation of the members of that committee.

Motion to amend the above resolution to reflect changes as described above made by Councilor Hitchings and Seconded by Councilor Szczerba.

Mayor Rossi	YES
Councilor Szczerba	YES
Councilor Laureti	YES
Councilor Hitchings	YES
Councilor Winchell	YES
Councilor Pagano	YES
Councilor Simchik	YES

MOTION CARRIED

Approved on April 16, 2024

CITY MANAGER SEARCH COMMITTEE-DEADLINE EXTENSION

RESOLUTION 24-148

Moved by Councilor Hitchings
Seconded by Councilor Winchell

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: 7

Nays: 0

MOTION CARRIED

Approved June 18, 2024

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

Sandra LaPera, City Clerk