



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

AGENDA

Date:	August 20, 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

OLD BUSINESS: Keeley Ann Hines, Bonadio-Q & A 2023 Financial Statements

REPORTS:

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

Approval of the Minutes: August 6, 2024

Approval of Warrant: 16

Item	Title	Facilitator
1.	MONTHLY REPORTS: receive and place on file the Monthly Reports from the City Clerk, City Engineer, Codes Department, Fire Department, Parks & Recreation Department and Police Department	CITY CLERK
2.	REVISE CITY OF ONEIDA EMPLOYEE HANDBOOK: approve to revise the City of Oneida Employee Handbook pertaining to City vehicle use and related equipment	HITCHINGS
3.	REVISE APPROVED SALARY SCHEDULE: approve the revision of the approved salary schedule in the adopted 2024 Budget to increase the number of Police Officers from 16 to 17 per the authorization of the Acting City Manager	LOWELL
4.	MEETING RULES AND PROCEDURES: approve to adopt meeting rules and procedures for City meetings	HITCHINGS
5.	BUDGET TRANSFERTS/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

Item	Title	Facilitator
6.	REVISE APPROVED SALARY SCHEDULE: approve the revision of the approved salary schedule in the adopted 2024 Budget to increase the number of Water Maintenance Workers from 4 to 5 per the authorization of the Acting City Manager	MONAGHAN
7.	DESIGNATE ACTING CITY MANAGER: approve to designate Mayor Rick Rossi as Acting City Manager until such time as an Acting City Manager can be designated	MONAGHAN
8.	REVISE APPROVED SALARY SCHEDULE: approve the revision of the approved salary schedule in the adopted 2024 Budget to decrease the number of Account Clerk positions in the Police Department from 1 to 0 and add a Senior Account Clerk position per the authorization of the Acting City Manager	LOWELL
9.	AGREEMENT: authorize the Acting City Manager to sign a lease agreement with the Madison County Board of Elections for use of the Kallet Civic Center on Election Day, November 5, 2024	GRIFF
10.	AUTHORIZATION: authorize the City Manager to retain survey and appraisal services to subdivide the City owned parking lot at the intersection of Cedar St. and Lenox Ave. and take related actions necessary to facilitate the conveyance of parking spaces to the Madison County IDA for the All Seasonings Inc. Project	MONAGHAN

NEW BUSINESS:

PUBLIC COMMENT: Limited to 3 minutes

WATER/SEWER DUE PROCESS HEARINGS

**MINUTES OF THE COMMON COUNCIL
REGULAR MEETING
AUGUST 20, 2024**

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

The meeting was called to order by Mayor Rick Rossi.

<u>Attendees</u>	Present	Absent	Arrived Late
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"/> _____

Supervisors

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

Also Present

City Attorney Nadine Bell	<input type="checkbox"/>	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"/>		

Call to Order/Pledge of Allegiance/Roll Call

OLD BUSINESS: Kelley Ann Hines, Bonadio-Q & A 2023 Financial Statements

REPORTS:

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

APPROVAL OF MINUTES

Moved by Councilor
Seconded by Councilor

RESOLVED, that the minutes of the regular meeting of August 6, 2024, are hereby approved as presented.

Ayes:

Nays:

Absent: 1 (Hitchings)

MOTION CARRIED

APPROVAL OF WARRANT

Moved by Councilor

Seconded by Councilor

RESOLVED, that Warrant No. 16, checks and ACH payments in the amount of \$369,732.18 as audited by the Voucher Committee are hereby approved for payment in the usual manner at the discretion of the Comptroller.

Ayes:

Nays:

Absent: 1 (Hitchings)

MOTION CARRIED

WARRANT	16
DATE:	August 20, 2024

FUND		PAYMENT NUMBER (S)	AMOUNT
Capital		4908-4916	\$ 93,422.79
DRI Fund	031		
Liberty Operating Fund	025		
ARPA Fund	030	1309	\$ 3,575.00
Current Funds		74900-74984	\$ 250,958.02
ACH			\$ 21,776.37

WARRANT #1 TOTAL	\$ 369,732.18
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Oneida, NY

Expense Approval Report

By Fund

Payment Dates 8/7/2024 - 8/20/2024

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
Fund: 001 - GENERAL FUND					
PRI MANAGEMENT GROUP	74958	08/20/2024	Releasing & Redacting Records..	001.3120.0413.0000	179.00
WELLNOW UC - CANAL STREET	74982	08/20/2024	ANNUAL FF PHYSICAL & LABS	001.3410.0418.0000	6,617.00
PRI MANAGEMENT GROUP	74958	08/20/2024	Managing Police Records Web...	001.3120.0413.0000	279.00
US POSTAL SERVICE	DFT0004957	08/20/2024	POSTAGE	001.1660.0300.0000	126.60
ALLIED AMERICAN ABSTRACT ...	74903	08/20/2024	PROPERTY SEARCH	001.1420.0412.0000	75.00
NYS DEPT OF ENVIRONMENTA...	DFT0004955	08/20/2024	PESTICIDE EXAM	001.4068.0413.0000	102.25
DREW ALLEN	74926	08/20/2024	MAGIC AND BALLOON ANIMA...	001.7140.0403.2032	150.00
ONEIDA OFFICE SUPPLY	74954	08/20/2024	BINDERS, CERTIFIED PAPER	001.1660.0300.0000	22.96
ONEIDA OFFICE SUPPLY	74954	08/20/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0300.0000	25.99
ONEIDA OFFICE SUPPLY	74954	08/20/2024	OFFICE CHAIR	001.7140.0300.0000	292.99
HOWLAND PUMP AND SUPPLY..	74937	08/20/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0409.0000	320.17
HOWLAND PUMP AND SUPPLY..	74937	08/20/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0409.0000	30.12
UNITED AUTO SALES	74977	08/20/2024	PARTS	001.5132.0300.0000	319.24
MARCY HYDRAULICS	74944	08/20/2024	MARCY HYDROLOGICS	001.5132.0300.0000	256.75
WILCOX PAPER CO	74984	08/20/2024	PAPER	001.1620.0300.0000	98.75
WELLNOW UC - CANAL STREET	74982	08/20/2024	NEW HIRE	001.3120.0445.0000	110.00
WELLNOW UC - CANAL STREET	74982	08/20/2024	NEW HIRE	001.3120.0445.0000	65.00
WELLNOW UC - CANAL STREET	74982	08/20/2024	RANDOM DRUG TEST	001.1430.0403.0000	195.00
WELLNOW UC - CANAL STREET	74982	08/20/2024	NEW HIRE	001.1430.0403.0000	182.00
WELLNOW UC - CANAL STREET	74982	08/20/2024	NEW HIRE	001.3120.0445.0000	580.00
HAR-ROB FIRE APPARATUS SE...	74933	08/20/2024	Repair oil leak/electrical issues..	001.3410.0409.0000	2,849.00
HAR-ROB FIRE APPARATUS SE...	74933	08/20/2024	Eng 291 rear brakes repair	001.3410.0409.0000	2,952.00
HAR-ROB FIRE APPARATUS SE...	74933	08/20/2024	Engine 1 chassis PM	001.3410.0409.0000	2,730.00
WELLNOW UC - CANAL STREET	74982	08/20/2024	NEW HIRE	001.3120.0445.0000	345.00
WELLNOW UC - CANAL STREET	74982	08/20/2024	RANDOM DRUG TEST	001.1430.0403.0000	325.00
SPECTROTTEL, INC.	74970	08/20/2024	LONG DISTANCE PHONE SERV...	001.1680.0403.0000	130.48
TRACEY ROAD EQUIPMENT INC	74975	08/20/2024	parts and repair	001.5132.0300.0000	76.16
ATLAS FENCE	74906	08/20/2024	FENCING VANDERBILT ST	001.3650.0400.0001	250.00
ATLAS FENCE	74906	08/20/2024	FENCING VANDERBILT ST	001.3650.0400.0001	250.00
BUELL FUEL LLC	74916	08/20/2024	GASOLINE	001.1640.0401.0000	4,940.61
TOTAL SOLUTIONS	74974	08/20/2024	MONTHLY SERVICE	001.1680.0403.0000	3,239.08
TOTAL SOLUTIONS	74974	08/20/2024	Dell Optiplex Micro	001.3410.0403.0000	807.44
TOTAL SOLUTIONS	74974	08/20/2024	RAM Module	001.3120.0204.0000	24.19
TOTAL SOLUTIONS	4915	08/20/2024	New Computer	001.3120.0204.0000	412.98
SILVER CITY TIRE INC	74966	08/20/2024	Tires for Police Tahoes	001.1640.0403.0001	2,432.00
BUELL FUEL LLC	74916	08/20/2024	DIESEL	001.1640.0402.0000	837.48
Sacco's Locksmith Co.	74962	08/20/2024	HARMON FIELD - DOOR REPAIR	001.7140.0409.0000	334.50
CITY OF SHERRILL	74920	08/20/2024	GAS USE WHILE ONEIDA PUM...	001.1640.0403.0001	76.60
FIRST DUE SERVICES, LLC	74928	08/20/2024	Annual hose/ladder testing	001.3410.0409.0000	3,494.08
Oswego County Solid Waste	74955	08/20/2024	Evidence Disposal	001.3120.0403.0000	72.50
STEEL SALES INC	74972	08/20/2024	STEEL FABRICATION	001.5132.0303.0000	1,041.00
NADINE BELL, ESQ	74948	08/20/2024	LEGAL SERVICES	001.1420.0400.0000	4,866.67
NADINE BELL, ESQ	74948	08/20/2024	LEGAL SERVICES	001.1420.0403.0000	1,300.00
NADINE BELL, ESQ	74948	08/20/2024	LEGAL SERVICES	001.1420.0410.0000	7,078.50
NADINE BELL, ESQ	74948	08/20/2024	LEGAL SERVICES	001.1420.0412.0000	907.83
NADINE BELL, ESQ	74948	08/20/2024	LEGAL SERVICES	001.1420.0411.0000	3,897.03
NADINE BELL, ESQ	74948	08/20/2024	LEGAL SERVICES	001.1420.0400.0000	4,866.67
NADINE BELL, ESQ	74948	08/20/2024	LEGAL SERVICES	001.1420.0403.0000	1,300.00
NADINE BELL, ESQ	74948	08/20/2024	LEGAL SERVICES	001.1420.0410.0000	1,221.00
NADINE BELL, ESQ	74948	08/20/2024	LEGAL SERVICES	001.1420.0412.0000	303.02
NADINE BELL, ESQ	74948	08/20/2024	LEGAL SERVICES	001.1420.0411.0000	3,291.75
NADINE BELL, ESQ	74948	08/20/2024	LEGAL SERVICES	001.1420.0400.0000	4,866.67
NADINE BELL, ESQ	74948	08/20/2024	LEGAL SERVICES	001.1420.0403.0000	1,300.00

Expense Approval Report

Payment Dates: 8/7/2024 - 8/20/2024

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
NADINE BELL, ESQ	74948	08/20/2024	LEGAL SERVICES	001.1420.0410.0000	1,575.75
NADINE BELL, ESQ	74948	08/20/2024	LEGAL SERVICES	001.1420.0411.0000	2,894.52
PRI MANAGEMENT GROUP	74958	08/20/2024	Intro to Sealing & Expunging R...	001.3120.0413.0000	159.00
GALLS INCORPORATED	74931	08/20/2024	Shipping	001.3120.0317.0000	2.62
GALLS INCORPORATED	74931	08/20/2024	Proper Kinetic Pants - Eart	001.3120.0317.0000	54.00
GALLS INCORPORATED	74931	08/20/2024	UNIFORM ITEMS	001.3120.0317.0000	86.00
AT & T MOBILITY	74905	08/20/2024	AIR CARDS	001.1680.0403.0000	63.98
NYS DEPT OF AGRICULTURE	74953	08/20/2024	beaver management	001.5110.0403.0000	861.98
SMITH'S HOME DECORATING ...	74969	08/20/2024	PAINT/STAIN	001.7140.0409.0000	120.61
RENTALS TO GO	74961	08/20/2024	PORTABLE JOHN'S FOR VETS ...	001.7140.0403.0000	190.00
RENTALS TO GO	74961	08/20/2024	PORTABLE JOHN'S FOR VETS ...	001.7140.0403.0000	380.00
RENTALS TO GO	74961	08/20/2024	PORTABLE JOHN'S FOR VETS ...	001.7140.0403.0000	190.00
AIR TIME INFLATABLE	74902	08/20/2024	EAT WELL PLAY HARD FAMILY ...	001.7140.0403.2032	225.00
CANON FIANCIAL SERVICES	DFT0004952	08/20/2024	COPIER LEASE	001.1620.0406.0000	370.00
RELIABLE PRODUCTS	74960	08/20/2024	15 gal truck wash	001.3410.0409.0000	149.00
QUILL CORPORATION	74959	08/20/2024	OFFICE SUPPLIES AND TONER	001.1660.0300.0000	235.09
SENECA PLUMBING AND HEAT...	74965	08/20/2024	pipe and other materials	001.5110.0300.0000	306.25
QUILL CORPORATION	74959	08/20/2024	OFFICE SUPPLIES AND TONER	001.1660.0300.0000	8.54
QUILL CORPORATION	74959	08/20/2024	OFFICE SUPPLIES AND TONER	001.1660.0300.0000	116.43
FISCAL ADVISORS &	74929	08/20/2024	FINANCIAL STATEMENTS	001.1315.0403.0000	2,802.00
CINTAS CORP	74919	08/20/2024	UNIFORM	001.5132.0403.0000	362.90
CINTAS CORP	74919	08/20/2024	UNIFORM	001.5132.0403.0000	277.88
CINTAS CORP	74919	08/20/2024	UNIFORM	001.5132.0403.0000	312.05
HELMER'S COMPLETE TREE SE...	74935	08/20/2024	tree removal	001.5110.0402.0001	1,500.00
DON HULL & SONS SALES INC.	74925	08/20/2024	GENERATOR PARTS	001.3410.0409.0000	629.00
SLACK CHEMICAL CO	74968	08/20/2024	CHEMICALS FOR CHAPMAN P...	001.7140.0307.2025	2,392.32
SLACK CHEMICAL CO	74968	08/20/2024	CHEMICALS FOR CHAPMAN P...	001.7140.0307.2025	2,489.81
BUELL FUEL LLC	74916	08/20/2024	DIESEL	001.1640.0402.0000	9,031.14
COOPER ELECTRIC	74922	08/20/2024	electrical supplies	001.1620.0405.0000	276.50
COOPER ELECTRIC	74922	08/20/2024	ELECTRICAL SUPPLIES	001.3310.0200.0000	45.73
MGM PARTS DISTRIBUTORS, I...	74945	08/20/2024	Open PO for the upkeep/repai...	001.3410.0409.0000	24.98
MGM PARTS DISTRIBUTORS, I...	74945	08/20/2024	Open PO for the upkeep/repai...	001.3410.0409.0000	51.27
MGM PARTS DISTRIBUTORS, I...	74945	08/20/2024	FILTERS, AUTO, TRUCK PARTS	001.5132.0303.0000	283.96
MGM PARTS DISTRIBUTORS, I...	74945	08/20/2024	FILTERS, AUTO, TRUCK PARTS	001.5132.0303.0000	40.90
MGM PARTS DISTRIBUTORS, I...	74945	08/20/2024	FILTERS, AUTO, TRUCK PARTS	001.5132.0303.0000	44.80
MGM PARTS DISTRIBUTORS, I...	74945	08/20/2024	FILTERS, AUTO, TRUCK PARTS	001.5132.0303.0000	16.38
MGM PARTS DISTRIBUTORS, I...	74945	08/20/2024	FILTERS, AUTO, TRUCK PARTS	001.5132.0303.0000	75.81
MGM PARTS DISTRIBUTORS, I...	74945	08/20/2024	FILTERS, AUTO, TRUCK PARTS	001.5132.0303.0000	25.92
MGM PARTS DISTRIBUTORS, I...	74945	08/20/2024	FILTERS, AUTO, TRUCK PARTS	001.5132.0303.0000	22.28
MGM PARTS DISTRIBUTORS, I...	74945	08/20/2024	FILTERS, AUTO, TRUCK PARTS	001.5132.0303.0000	104.18
MGM PARTS DISTRIBUTORS, I...	74945	08/20/2024	FILTERS, AUTO, TRUCK PARTS	001.5132.0303.0000	49.78
POWER GENERATOR & IND INC	74957	08/20/2024	MAINTENANCE	001.1620.0403.0002	610.42
POWER GENERATOR & IND INC	74957	08/20/2024	generator preventative maint	001.1620.0403.0001	693.42
ONEIDA CITY SCHOOL DIST	DFT0004956	08/20/2024	JUNE 2024 COLLECTION	001.0001.0661.0010	19,505.87
ONEIDA CITY SCHOOL DIST	DFT0004956	08/20/2024	JUNE 2024 COLLECTION	001.0001.0661.0011	975.29
MADISON COUNTY TREASURER	74943	08/20/2024	JUNE COLLECTION	001.0001.0663.0000	12,972.93
DEBRUCQUE GREENHOUSES, ...	74924	08/20/2024	FLOWERS AND POTS AND MA...	001.8020.0400.0000	6,572.00
BLISS ENVIRONMENTAL SERVI...	74910	08/20/2024	109 NORTH MAIN ST	001.1620.0403.0001	246.50
BLISS ENVIRONMENTAL SERVI...	74910	08/20/2024	403 SCONONDOA ST	001.1620.0403.0001	109.00
BLISS ENVIRONMENTAL SERVI...	74910	08/20/2024	217 CEDAR ST	001.1620.0403.0001	119.90
BLISS ENVIRONMENTAL SERVI...	74910	08/20/2024	360 NORTH MAIN ST	001.1620.0403.0001	153.00
NORTHLAND COMMUNICATI...	74952	08/20/2024	PHONE	001.1680.0403.0000	1,097.36
A & P MASTER IMAGES, LLC	74901	08/20/2024	Job Shirt w/Details - Full color	001.3120.0317.0000	71.98
SIRCHIE ACQUISITION COMP...	74967	08/20/2024	Evidence Brown Paper Bags - ...	001.3120.0300.0000	62.72
SCOTT JONES	74964	08/20/2024	MEETING	001.3410.0407.0000	40.00
SPEEDY AWARDS & ENGRAVI...	74971	08/20/2024	TROPHY	001.7140.0300.0000	61.50
21st Century Media, LLC	74900	08/20/2024	LEGAL NOTICES	001.1989.0400.0000	89.98
LOWE'S HOME IMPROVEMEN...	74942	08/20/2024	microwave/range	001.3410.0407.0000	1,636.24
WAL-MART, INC.	74981	08/20/2024	Running PO	001.3120.0300.0000	146.45
WAL-MART, INC.	74981	08/20/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0300.0000	35.32

Expense Approval Report

Payment Dates: 8/7/2024 - 8/20/2024

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
LOWE'S HOME IMPROVEMEN...	74942	08/20/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0409.0000	17.96
TRACTOR SUPPLY CO	74976	08/20/2024	FUEL TRANSFER PUMP	001.5110.0300.0000	529.99
WAL-MART, INC.	74981	08/20/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0300.0000	15.62
LOWE'S HOME IMPROVEMEN...	74942	08/20/2024	BUILDING SUPPLIES	001.1620.0300.0000	39.88
AMAZON WEB SERVICES, LLC.	DFT0004951	08/20/2024	REAR TAIL LIGHT	001.5132.0300.0000	39.29
KYLE LEWIS	74941	08/20/2024	UMPIRE	001.7140.0403.2022	360.00
SCOTT CARROLL	74963	08/20/2024	SCORE KEEPER	001.7140.0403.2022	225.00
AMAZON WEB SERVICES, LLC.	DFT0004951	08/20/2024	FLUORESCENT LIGHTS	001.1620.0300.0000	76.74
LOWE'S HOME IMPROVEMEN...	74942	08/20/2024	BUILDING SUPPLIES	001.1620.0300.0000	24.66
EBAY.COM	DFT0004953	08/20/2024	VALVE HANDLE BRACKET	001.5132.0300.0000	33.64
DREW ALLEN	74926	08/20/2024	MAGIC AND BALLOONS FOR F...	001.7140.0403.2032	200.00
VERIZON	74979	08/20/2024	TRAFFIC PHONE	001.1680.0403.0000	38.70
NATIONAL GRID	74949	08/20/2024	ELECTRIC	001.1620.0401.0000	720.49
LOWE'S HOME IMPROVEMEN...	74942	08/20/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0409.0000	145.62
LOWE'S HOME IMPROVEMEN...	74942	08/20/2024	BUILDING SUPPLIES	001.1620.0300.0000	42.33
BLOCKS & ROCKS	74911	08/20/2024	CEMENT, MASON SUPPLIES	001.5110.0314.0000	17.50
BLOCKS & ROCKS	74911	08/20/2024	JULY CHARGES	001.3310.0200.0000	79.30
CLEAN ALL PRODUCTS, INC.	74921	08/20/2024	POOL SUPPLIES	001.7140.0418.2025	116.00
BOUND TREE MEDICAL, LLC.	74914	08/20/2024	medical supplies	001.3410.0300.0000	407.62
HAUN WELDING SUPPLY INC	74934	08/20/2024	CYLINDER LEASE	001.3410.0400.0000	55.44
BUELL FUEL LLC	74916	08/20/2024	DIESEL	001.1640.0402.0000	1,796.96
VERIZON WIRELESS	74980	08/20/2024	2 MODEMS	001.1680.0403.0000	76.24
KIME HARDWARE	74939	08/20/2024	BLANKET PO - FOR SUPPLIES, ...	001.7140.0409.0000	7.99
WHITE FARM SUPPLY INC	74983	08/20/2024	PARTS	001.5132.0303.0000	3.08
WHITE FARM SUPPLY INC	74983	08/20/2024	PARTS	001.5132.0303.0000	8.54
WHITE FARM SUPPLY INC	74983	08/20/2024	PARTS	001.5132.0303.0000	43.96
BME	74912	08/20/2024	REPAIR POSTAGE MACHINE	001.1620.0404.0000	402.89
BME	74912	08/20/2024	COPIER BASE CHARGES AND ...	001.1620.0404.0000	244.62
BONADIO & CO LLP	74913	08/20/2024	OUTSOURCE ACCOUNTING SE...	001.1315.0403.0000	2,633.00
AMERICAN ELECTRIC POWER	74904	08/20/2024	SOLAR POWER	001.1620.0401.0000	28,072.69
Fund 001 - GENERAL FUND Total:					183,371.05

Fund: 002 - WATER

KOESTER ASSOCIATES, INC	74940	08/20/2024	KOESTER	002.8300.0200.0000	9,195.00
AMAZON WEB SERVICES, LLC.	DFT0004951	08/20/2024	33 X 7 FRAME	002.8300.0300.0000	52.88
BRAYDEN BACHTEL	74915	08/20/2024	CDL REIMBURSE PER CSEA CO...	002.8300.0416.0000	146.25
VERIZON	DFT0004958	08/20/2024	FIOS TABERG	002.8300.0401.0000	75.99
NEW YORK SECTION AWWA	74950	08/20/2024	MEMBERSHIP	002.8300.0413.0000	263.00
BLAIR SUPPLY CORP	74909	08/20/2024	BLAIR SUPPLY	002.8300.0302.0000	2,019.60
TOTAL SOLUTIONS	74974	08/20/2024	MONTHLY SERVICE	002.8300.0444.0000	1,101.00
UNITED RENTALS	74978	08/20/2024	UNITED RENTAL	002.8300.0319.0000	108.00
BENEFACOR FUNDING CORP	74908	08/20/2024	lead and copper samples 2024	002.8300.0415.0000	194.40
BENEFACOR FUNDING CORP	74908	08/20/2024	lead and copper samples 2024	002.8300.0415.0000	97.20
BENEFACOR FUNDING CORP	74908	08/20/2024	lead and copper samples 2024	002.8300.0415.0000	16.20
BENEFACOR FUNDING CORP	74908	08/20/2024	lead and copper samples 2024	002.8300.0415.0000	64.80
BENEFACOR FUNDING CORP	74908	08/20/2024	LIFE SCIENCE	002.8300.0415.0000	16.20
BENEFACOR FUNDING CORP	74908	08/20/2024	LIFE SCIENCE	002.8300.0415.0000	16.20
BENEFACOR FUNDING CORP	74908	08/20/2024	LIFE SCIENCE LABORATORIES	002.8300.0415.0000	24.84
CANON FIANCIAL SERVICES	DFT0004952	08/20/2024	COPIER LEASE	002.8300.0403.0000	174.00
SLACK CHEMICAL CO	74968	08/20/2024	SLACK CHEMICAL CO. INC.- CH...	002.8300.0308.0000	784.47
SLACK CHEMICAL CO	74968	08/20/2024	SLACK CHEMICAL CO. INC.- CH...	002.8300.0308.0000	3,259.37
MGM PARTS DISTRIBUTORS, I...	74945	08/20/2024	MGM AUTO PARTS (NAPA)	002.8300.0319.0000	10.04
MRB GROUP	74947	08/20/2024	MRB GROUP	002.8300.0444.0000	1,885.05
NATIONAL GRID	74949	08/20/2024	ELECTRIC	002.8300.0401.0000	11.59
FOXCROFT EQUIPMENT & SER...	74930	08/20/2024	FOXCROFT EQUIPMENT & SER...	002.8300.0302.0000	144.30
BLISS ENVIRONMENTAL SERVI...	74910	08/20/2024	BLISS ENVIRONMENTAL SERVI...	002.8300.0319.0000	29.43
WHITE FARM SUPPLY INC	74983	08/20/2024	WHITE FARM SUPPLY INC.	002.8300.0302.0000	4.92
BME	74912	08/20/2024	COPIER BASE CHARGES AND ...	002.8300.0444.0000	19.65
HOLLAND CO. INC.	74936	08/20/2024	LIQUID ALUM	002.8300.0310.0000	6,367.84
CORE & MAIN	74923	08/20/2024	CORE AND MAIN	002.8300.0324.0000	1,036.62
Fund 002 - WATER Total:					27,118.84

Expense Approval Report

Payment Dates: 8/7/2024 - 8/20/2024

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
Fund: 003 - SEWER					
NEW YORK WATER ENVIRON...	74951	08/20/2024	MEMBERSHIP ROWE,ROSSI,D...	003.8110.0413.0000	413.00
EBAY.COM	DFT0004953	08/20/2024	HONEYWELL COUPLED ACTUA...	003.8110.0300.0000	103.82
CHARTER COMMUNICATIONS	74918	08/20/2024	MODEM	003.8110.0401.0000	119.98
TRACEY ROAD EQUIPMENT INC	74975	08/20/2024	Filters for truck maintenance	003.8110.0411.0000	114.42
BARTON & LOGUIDICE,DPC	74907	08/20/2024	MOVE PO05026 TO 2024	003.8110.0400.0002	450.00
TOTAL SOLUTIONS	74974	08/20/2024	MONTHLY SERVICE	003.8110.0444.0000	550.50
POLYDYNE INC	74956	08/20/2024	POLYMER	003.8110.0312.0000	14,720.00
EASTERN CROWN INC	74927	08/20/2024	superchlor reclaim	003.8110.0446.0000	48.00
CANON FIANCIAL SERVICES	DFT0004952	08/20/2024	COPIER LEASE	003.8110.0445.0000	140.00
SENECA PLUMBING AND HEAT...	74965	08/20/2024	plumbing supplies	003.8110.0300.0000	99.00
SENECA PLUMBING AND HEAT...	74965	08/20/2024	plumbing supplies	003.8110.0300.0000	230.00
SENECA PLUMBING AND HEAT...	74965	08/20/2024	plumbing supplies	003.8110.0300.0000	319.27
SLACK CHEMICAL CO	74968	08/20/2024	CL2	003.8110.0308.0000	4,084.48
MGM PARTS DISTRIBUTORS, I...	74945	08/20/2024	PARTS	003.8110.0411.0000	55.68
NORTHLAND COMMUNICATI...	74952	08/20/2024	PHONE	003.8110.0401.0000	376.35
SYRACUSE FIRE DEPARTMENT	74973	08/20/2024	EMERGENCY SERVICES WWTP	003.8110.0400.0001	21,900.57
CERTIFIED ENVIRONMENTAL S...	74917	08/20/2024	LAB SERVICES	003.8110.0415.0000	3,941.50
NATIONAL GRID	74949	08/20/2024	ELECTRIC	003.8110.0401.0000	2,025.74
KEMIRA WATER SOLUTIONS, I...	74938	08/20/2024	IRON SALTS	003.8110.0329.0000	6,333.44
KEMIRA WATER SOLUTIONS, I...	74938	08/20/2024	LIQUID IRON SALTS	003.8110.0329.0000	5,692.99
GRAINGER INC	74932	08/20/2024	HVAC AIR FILTERS	003.8110.0300.0000	206.60
KIME HARDWARE	74939	08/20/2024	HARDWARE, HOSES, MATERIA...	003.8110.0300.0000	354.07
KIME HARDWARE	74939	08/20/2024	HARDWARE, HOSES, MATERIA...	003.8110.0300.0000	51.35
KIME HARDWARE	74939	08/20/2024	HARDWARE, HOSES, MATERIA...	003.8110.0300.0000	38.99
BME	74912	08/20/2024	COPIER BASE CHARGES AND ...	003.8110.0445.0000	1.73
MIDWAY INDUSTRIAL SUPPLY	74946	08/20/2024	White Plnes PS motor rebuild	003.8110.0331.0000	286.00
Fund 003 - SEWER Total:					62,657.48
Fund: 005 - CAPITAL					
INTERNATIONAL ASSOC OF PO...	DFT0004954	08/20/2024	Conference Registration - Low...	005.3120.0400.1023	500.00
MICHAEL THOMAS	4910	08/20/2024	INSTRUCTOR	005.7140.0400.0024	100.00
BARTON & LOGUIDICE,DPC	4908	08/20/2024	Higinbotham Brook Culvert R...	005.5110.0404.0022	1,022.18
TOTAL SOLUTIONS	4915	08/20/2024	New Computers Around Stati...	005.3120.0201.0022	8,347.44
TOTAL SOLUTIONS	4915	08/20/2024	New Computer	005.3120.0201.0022	727.33
SELEX ES	4913	08/20/2024	EOC for Mobiles with 1 year re...	005.3120.0200.0022	1,200.00
SUIT-KOTE CORP	4914	08/20/2024	PAVING MATERIALS AND EQU...	005.8110.0401.0019	22,098.14
POWER & CONSTRUCTION G...	4911	08/20/2024	Line #2 Provide & Install 1 Ma...	005.3120.0400.0023	1,580.00
ICC-CDS	4909	08/20/2024	MOVE PO05139 TO 2024	005.8020.0400.0023	3,262.30
SELEX ES	4913	08/20/2024	2 Camera Mobile LPRs warran...	005.3120.0200.0022	29,062.88
UPSTATE WHOLESALE SUPPLY,...	4916	08/20/2024	Getac F110 G6 Tablet	005.3120.0201.0022	5,692.00
Fund 005 - CAPITAL Total:					73,592.27
Fund: 030 - Federal ARPA					
HELMER'S COMPLETE TREE SE...	1309	08/20/2024	TREE CONTRACT	030.5110.0402.0000	3,275.00
HELMER'S COMPLETE TREE SE...	1309	08/20/2024	TREE CONTRACT	030.5110.0402.0000	300.00
Fund 030 - Federal ARPA Total:					3,575.00
Fund: 201 - 2010 GLENMORE DAM REHABILITATION					
RAMBOLL AMERICAS ENGINE...	4912	08/20/2024	FINAL DESIGN	201.8300.0405.0000	19,417.54
Fund 201 - 2010 GLENMORE DAM REHABILITATION Total:					19,417.54
Grand Total:					369,732.18

Report Summary

Fund Summary

Fund	Payment Amount
001 - GENERAL FUND	183,371.05
002 - WATER	27,118.84
003 - SEWER	62,657.48
005 - CAPITAL	73,592.27
030 - Federal ARPA	3,575.00
201 - 2010 GLENMORE DAM REHABILITATION	19,417.54
Grand Total:	369,732.18

Account Summary

Account Number	Account Name	Payment Amount
001.0001.0661.0010	Due to School 2023-2024	19,505.87
001.0001.0661.0011	Due to School 2023-2024..	975.29
001.0001.0663.0000	DUE TO COUNTY-TAX LE...	12,972.93
001.1315.0403.0000	CITY AUDIT/Contracts	5,435.00
001.1420.0400.0000	MOU -\$3668.75	14,600.01
001.1420.0403.0000	STAFF SERVICES	3,900.00
001.1420.0410.0000	LAW LITIGATION	9,875.25
001.1420.0411.0000	LABOR SERVICES AND N...	10,083.30
001.1420.0412.0000	ATTORNEY EXPENSE AC...	1,285.85
001.1430.0403.0000	CONTRACTS	702.00
001.1620.0300.0000	MAT SUPPLIES	282.36
001.1620.0401.0000	ELECTRIC AND GAS	28,793.18
001.1620.0403.0001	CONTRACTS MB/FD	1,321.82
001.1620.0403.0002	CONTRACTS JC	610.42
001.1620.0404.0000	POSTAGE	647.51
001.1620.0405.0000	BUILDING MAINTENANC...	276.50
001.1620.0406.0000	COPIER CONTRACTS	370.00
001.1640.0401.0000	CENTRAL GASOLINE	4,940.61
001.1640.0402.0000	CENTRAL DIESEL	11,665.58
001.1640.0403.0001	CENTRAL VEHICLE -POLI...	2,508.60
001.1660.0300.0000	Central Office Supplies	509.62
001.1680.0403.0000	CONTRACTS	4,645.84
001.1989.0400.0000	PRINTING	89.98
001.3120.0204.0000	Equipment Maint Parts	437.17
001.3120.0300.0000	MAT SUPPLIES	209.17
001.3120.0317.0000	CLOTHING	214.60
001.3120.0403.0000	CONTRACTS	72.50
001.3120.0413.0000	TRAINING	617.00
001.3120.0445.0000	New Hire Expense	1,100.00
001.3310.0200.0000	EQUIPMENT	125.03
001.3410.0300.0000	MEDICAL SUPPLIES	407.62
001.3410.0400.0000	SCBA	55.44
001.3410.0403.0000	CONTRACTS	807.44
001.3410.0407.0000	CHIEF'S EXPENSE	1,676.24
001.3410.0409.0000	EQUIPMENT REPAIR & ...	12,879.33
001.3410.0418.0000	ANNUAL PHYSICALS	6,617.00
001.3650.0400.0001	DEMOLITION-ENVIRON...	500.00
001.4068.0413.0000	TRAINING	102.25
001.5110.0300.0000	MAT SUPPLIES	836.24
001.5110.0314.0000	ROAD MATERIALS	17.50
001.5110.0402.0001	Stump Removal	1,500.00
001.5110.0403.0000	CONTRACTS	861.98
001.5132.0300.0000	DPW MAINTENANCE RE...	725.08
001.5132.0303.0000	GENERAL MATERIALS	1,760.59
001.5132.0403.0000	CONTRACTS	952.83
001.7140.0300.0000	MAT SUPPLIES	431.42
001.7140.0307.2025	Pool Chemicals	4,882.13

Account Summary

Account Number	Account Name	Payment Amount
001.7140.0403.0000	CONTRACTS	760.00
001.7140.0403.2022	CONTRACTS.ADULT SOF...	585.00
001.7140.0403.2032	CONTRACTS.CONCERTS/...	575.00
001.7140.0409.0000	EQUIP REPAIR & MAINT.	976.97
001.7140.0418.2025	POOL.SWIM REC/INST/S...	116.00
001.8020.0400.0000	OTHER EXPENSE	6,572.00
002.8300.0200.0000	EQUIPMENT	9,195.00
002.8300.0300.0000	MAT SUPPLIES	52.88
002.8300.0302.0000	EQUIPMENT MAINTENA...	2,168.82
002.8300.0308.0000	CHLORINE	4,043.84
002.8300.0310.0000	LIQUID ALUM	6,367.84
002.8300.0319.0000	GENERAL MAINTENANCE	147.47
002.8300.0324.0000	METERS & PARTS	1,036.62
002.8300.0401.0000	UTILITIES	87.58
002.8300.0403.0000	CONTRACTS	174.00
002.8300.0413.0000	TRAINING	263.00
002.8300.0415.0000	LAB TESTING	429.84
002.8300.0416.0000	TRAVEL-MEALS	146.25
002.8300.0444.0000	OFFICE TECHNOLOGY EX...	3,005.70
003.8110.0300.0000	MAT SUPPLIES	1,403.10
003.8110.0308.0000	CHLORINE	4,084.48
003.8110.0312.0000	POLYMER	14,720.00
003.8110.0329.0000	LIQUID IRON SALTS	12,026.43
003.8110.0331.0000	PUMP STATIONS	286.00
003.8110.0400.0001	OTHER EXPENSE-PROFES...	21,900.57
003.8110.0400.0002	OTHER EXPENSE-SEWER...	450.00
003.8110.0401.0000	UTILITIES	2,522.07
003.8110.0411.0000	VEHICLE MAINTENANCE	170.10
003.8110.0413.0000	TRAINING	413.00
003.8110.0415.0000	LAB TESTING	3,941.50
003.8110.0444.0000	OFFICE TECHNOLOGY EX...	550.50
003.8110.0445.0000	TECHNOLOGY/INTERNET...	141.73
003.8110.0446.0000	RECLAIM WATER PS	48.00
005.3120.0200.0022	CI20-1023-E00 FY2020 Cr..	30,262.88
005.3120.0201.0022	CY20-1065-E00 FY2020 ...	14,766.77
005.3120.0400.0023	Police RVCI Grant Expen...	1,580.00
005.3120.0400.1023	Police-RVCI - LISC Expen...	500.00
005.5110.0404.0022	2022 Higinbotham Brook...	1,022.18
005.7140.0400.0024	2024 Rec Grant/Passport...	100.00
005.8020.0400.0023	2023 -Planning LGRMIF ...	3,262.30
005.8110.0401.0019	2019 WWTP EXPANSION	22,098.14
030.5110.0402.0000	Tree Contract	3,575.00
201.8300.0405.0000	GLENMORE DAM REHAB...	19,417.54
Grand Total:		369,732.18

Project Account Summary

Project Account Key	Payment Amount
None	347,634.04
005811004010019	22,098.14
Grand Total:	369,732.18

1. **MONTHLY REPORTS**

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

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

Ayes:

Nays:

Absent: 1 (Hitchings)

MOTION CARRIED

2. REVISE CITY OF ONEIDA EMPLOYEE HANDBOOK-CITY VEHICLES AND RELATED EQUIPMENT

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

WHEREAS, the Common Council for the City of Oneida has duly adopted a "City of Oneida Employee Handbook" which serves as a general informational guide for City employees and personnel; and

WHEREAS, pursuant to the terms of Employee Handbook, the City reserves the right to amend, delete, supplement, or rescind any of the provisions of the Handbook as the City deems necessary and appropriate; and

WHEREAS, the terms of the Employee Handbook further acknowledge that any changes will generally be announced by memorandum to all employees; and

WHEREAS, the City of Oneida Common Council does desire to supplement the City of Oneida Employee Handbook so as to address employee use of City vehicles and related equipment; and

WHEREAS, the City of Oneida Common Council is the exclusive agency with the authority to amend the City of Oneida Employee Handbook.

NOW, THEREFORE, BE IT

RESOLVED, the City of Oneida Common Council shall serve as lead agency for purposes of environmental review and, pursuant to the State Environmental Quality Review Act, 6 NYCRR Part 617.5(c)(33), does hereby declare the matter a Type II action, thus concluding its environmental review; be it further

RESOLVED, that the City of Oneida Council does hereby amend the City of Oneida Employee Handbook so as to include a new Section 5.3, titled "City Vehicles and Related Equipment," which shall read, in its entirety, as follows:

"5.3 City Vehicles and Related Equipment

All vehicles and related equipment of the City of Oneida are owned and maintained for the purpose of conducting official City business. City vehicles and equipment may not be used for the personal use or private gain of any official or employee, nor for any other purpose which is not in the general public interest, except where expressly permitted by policy or other written terms.

Standards – For the purpose of compliance with this policy, the following standards must be met at all times:

- City vehicles and related equipment must remain under the general administrative jurisdiction and direction of the Department Head to which it is assigned.

- City vehicles must be assigned to specific officials and employees for specific purposes and tasks. City vehicles may not be used for any unauthorized purpose nor to conduct personal, private, or non-City related business.
- City vehicles must always be operated in a safe and responsible manner and in compliance with all applicable motor vehicle and traffic laws in effect. Employees are responsible for any driving infractions or fines that result from their operation of City vehicles and must report them to their Department Head. The City is responsible and will pay for any fines which would typically be levied against the owner of the vehicle.
- Any accident involving a City vehicle, regardless of severity, must be reported immediately to the appropriate Department Head. The Department Head must file an accident report within twenty-four hours of the accident.
- The use of a cell phone when driving on City business must be compliant with all applicable laws and/or regulations.
- City vehicles may not be used to transport persons who are not officials or employees of the City, nor material not related to the conduct of official City business, without direct authorization by the appropriate Department Head or the City Manager.
- City vehicles must always be maintained in a safe and secure condition when not in use, including being locked and/or under direct observation; and all keys maintained under controlled and authorized jurisdiction of the appropriate Department Head.
- Vehicles may be required to travel outside the limits of the City on official business, from time to time. Such out of town travel shall require prior approval, either on a case-by-case basis or as a blanket approval for specified purposes.
- No advertisements, signs, bumper stickers or other markings of a political or commercial nature may be displayed on City vehicles at any time, except those of a limited community service nature which have been authorized by the City Manager.

Administration – For purposes of administering this policy:

1. The Common Council, from time to time, may alter, amend, supplement or otherwise provide further interpretation of this policy.
2. Where authorized or directed by the City Manager, applicable Department Heads may issue supplemental directives.
3. Violations of this policy shall be reported within twenty-four (24) hours to the City Manager and may result in appropriate disciplinary action under applicable provisions of a collective bargaining agreement or the New York State Civil Service Law.

Questions regarding this policy should be directed to the City Manager; be it further

RESOLVED, that notice of the aforementioned change to the City of Oneida Employee Handbook shall be announced by the Acting City Manager by memorandum to all employees of the City of Oneida."

Ayes:

Nays:

Absent: 1 (Hitchings)

MOTION CARRIED

3. REVISE APPROVED SALARY SCHEDULE-POLICE DEPARTMENT

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

RESOLVED, approve the revision of the Approved Salary Schedule in the adopted 2024 Budget to increase the number of Police Officers from 16 to 17 per the authorization of the Acting City Manager.

Ayes:
Nays:
Absent: 1 (Hitchings)
MOTION CARRIED

4. ADOPT RULES AND PROCEDURES FOR CITY MEETINGS

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

WHEREAS, pursuant to Section 3.5 of the Oneida City Charter, the Common Council shall determine the rules of its own proceedings, subject to the provisions of the City Charter and other provisions of law; and

WHEREAS, it has come to the attention of the City of Oneida Common Council that rules of procedure for meetings held by the Common Council, City committees or boards, have not been adopted; and

WHEREAS, no other agency in the City of Oneida has the authority to approve such rules of procedure for Common Council meetings; and

WHEREAS, the Common Council does desire to adopt rules of procedure in accordance with the City Charter.

NOW, THEREFORE, BE IT

RESOLVED, that the City of Oneida Common Council as Lead Agency, does declare the adoption of Rules and Procedure to be a Type II action in accordance with 6 NYCRR Part 617.5(C), thus concluding the environmental review required by the New York State Environmental Quality Review Act; be it further

RESOLVED, that the Common Council does hereby adopt the "City of Oneida Rules and Procedures" in form attached hereto and made a part hereof.

Ayes:

Nays:

Absent: 1 (Hitchings)

MOTION CARRIED

ONEIDA CITY COUNCIL

RULES AND PROCEDURES



109 NORTH MAIN STREET
ONEIDA, NEW YORK 13421

WWW.ONEIDACITYNY.GOV

City of Oneida City Council

RULES AND PROCEDURES

Pursuant to the provisions of the Oneida City Charter, Article III, titled "Common Council", Section 3.5 thereof, titled "Rules of Procedure," the City Council of the City of Oneida hereby adopts the following as its **"RULES AND PROCEDURES."** A majority vote of all members of Council shall be required to suspend these Rules and Procedures.

If the Rules and Procedures are or become at any time in conflict with statutory law, statutory law shall take precedence.

I. REGULAR MEETINGS

Meetings of the Oneida City Council shall be held commencing at 6:30 p.m., on the first and third Tuesday of each month in Council Chambers at Oneida City Hall, 109 North Main Street, Oneida, New York or elsewhere upon public notice in advance thereof by public notification to the local media, City Website and posted on the City sign. For security purposes Oneida City Hall shall close to the public within fifteen minutes following the adjournment of any City Council meeting held outside of normal business hours. The Council may adjust the meeting date at any time and for any reason by resolution.

II. SPECIAL MEETINGS

A special meeting may be called in accordance with Section 3.6(B) of the Oneida City Charter and Section 104 of the Open Meetings Law. The Clerk shall contact each member of the Council, the City Manager, the Mayor, and shall post notice on the sign board and the official City website to notify the public of the special meeting.

III. EMERGENCY MEETINGS

Emergency meetings may be held at any time upon the request of the City Manager, the Mayor and/or a member of the City Council with two (2) hours' notice. A call for an emergency meeting shall be made in writing, shall state the reason for the emergency meeting, and shall be filed with the Office of the City Clerk. The Clerk shall contact each member of the Council, the City Manager, and the Mayor, and shall post notice on the sign board and official City website to notify the public of the emergency meeting.

IV. PRESIDING OFFICER

In accordance with Section 3.7 of the Oneida City Charter, the Mayor, as the Presiding Officer, shall preserve strict order and decorum at all meetings of the Council. He or she shall vote on all questions, his or her name being called first in the voting order. In debate, he or she shall confine speakers to the question under discussion.

V. AGENDA

A. Regular Meetings

1. All reports, communications, proposed local laws, ordinances, resolutions, or other matters to be submitted to the City Council, should be submitted to the City Clerk by Thursday prior to each Council meeting, not later than 12:00 PM that day. All documents to be discussed at a public meeting shall be made available upon request and shall be posted on the City's website at least 24 hours prior to the meeting.
2. The City Clerk shall prepare the agenda for the meetings of the City Council. All reports, communications, proposed local laws, ordinances, resolutions, or other matters introduced by the Mayor, a member of Council, or a Department Head to be acted upon or considered by the Council shall be submitted in writing to the City Clerk's Office in accordance with submissions specified in Paragraph V(A)(1). The City Clerk shall cause the agenda and supporting materials to be published and delivered the Thursday preceding the next scheduled Council meeting. Prior to publication and distribution, the final completed agenda for any Council meeting as prepared by the City Clerk must receive approval for publication from the Mayor.
3. Any new matters of City business submitted to the City Clerk after the above time and day shall not be considered by the Council until its next scheduled meeting. This requirement may, however, be waived by the Council by a majority of the body present to allow the introduction of the matter during the Council Meeting.
4. Each proposed legislative matter sought to be introduced by the Mayor or a member of the City Council or a Department Head shall first be submitted to the City Attorney for approval as to its form and legality, and to insure proper integration into City law.
5. Meeting agendas shall be delivered to the Council members by e-mail, unless a member of Council notifies the City Clerk that they prefer a paper copy of the agenda. If a paper copy of the agenda or any agenda item is requested, such copies shall be delivered to the members of Council via their mailbox in the mailroom on the first floor of the Oneida City Hall. It shall be the responsibility of the members of Council to obtain the paper copies of the agenda or agenda item documents from their mailbox in the aforementioned mailroom.

B. Special Meetings

For purposes of a special meeting, all documentation to be considered or discussed shall be presented to each member of the Council and shall be made available upon request and posted on the City's website at least 24 hours prior to the special meeting.

C. Emergency Meetings

For purposes of an emergency meeting, to the greatest extent possible, all documentation to be considered or discussed shall be presented to Council members prior to the meeting. Meeting documentation shall be posted on the City's website as soon as possible after the meeting is adjourned.

VI. CALL TO ORDER – PRESIDING OFFICER

The Presiding Officer shall take the chair at the hour appointed for the Council meeting and shall immediately call the Council to order. In the absence of the Mayor, the Deputy Mayor shall call the Council to order and assume the responsibilities of the Presiding Officer. At the discretion of the Presiding Officer, a delay of up to ten (10) minutes may be allowed for a member of Council to appear who is not yet in attendance at the time of the meeting.

VII. ROLL CALL

Before proceeding with the business of the City Council, the City Clerk, or the Deputy City Clerk, shall call the roll of the members, and the names of those present shall be entered into the minutes.

VIII. ORDER OF BUSINESS

A. Regular Meetings of the Council shall observe business in the following order:

1. Pledge of Allegiance
2. Roll Call
3. Ceremonial Presentations and Proclamations
4. Public Hearings
5. Old Business from the Council
6. Reports of City Officials (Mayor, City Manager, Supervisors)
7. Approval of the Meeting Minutes
8. Approval of the Warrant
9. Matters to Come Before Council per the Agenda
10. New Business from the Council
11. Public Comment
12. Adjournment

B. Special Meetings of the Council shall observe business in the following order:

1. Pledge of Allegiance
2. Roll Call
3. Matters before Council
4. Adjournment

C. Emergency Meetings of the Council shall observe business in the following order:

1. Pledge of Allegiance
2. Roll Call
3. Matters before Council
4. Adjournment

IX. EXECUTIVE SESSION

Upon a majority vote of the total membership of the City Council, taken in an open meeting pursuant to a motion identifying the general area or areas of the subject or subjects to be considered, the Council may conduct an executive session for the below enumerated purposes only, provided, however, that no action by the formal vote shall be taken to appropriate public monies:

- a. matters, which will imperil the public safety, if disclosed;
- b. any matter which may disclose the identity of a law enforcement agent or informer;
- c. information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;
- d. discussions regarding proposed, pending or current litigation;
- e. collective bargaining negotiations pursuant to article fourteen of the civil service law;
- f. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension or removal of a particular person or corporation;
- g. the preparation, grading or administration of examinations;
- h. the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof; and
- i. any matter made confidential by Federal or State law. Section 4503 of the Civil Practice Law and Rules establishes that a confidential communication between attorney and client shall be privileged. Pursuant to this section, Council will be receiving legal advice from its attorney which fulfills the requirement provided in Section 108(3) of the Public Officers Law allowing this exemption.

Attendance at an executive session shall be permitted to any member of the public body and/ or any other persons upon authorization by the Common Council.

(The above is taken from the New York State Public Officers Law, Article 7, Open Meetings Law, § 105. Conduct of executive sessions.)

X. PROCEDURE: PUBLIC COMMENTS/HEARINGS

A. PUBLIC COMMENT

The Council shall reserve time on the Council meeting agenda for the public to be heard. This public portion of all *regular* meetings of the Council is open to any individual wishing to speak on issues before or involving the City Council, the City government, or matters of general City concern. City committees and boards may elect whether to provide the opportunity for Public Comment. Individuals wishing to speak before Council shall be allowed to do so subject to the following rules:

1. Speakers shall be required to use the microphone situated at the podium located in the Council chambers.
2. Prior to addressing the Council, speakers shall be required to state their name, address where they reside, including municipality if they reside outside of the City of Oneida, and organization affiliation, if any.

3. Questions and comments should be addressed to the Council as a whole and not to individual Council members, the Mayor, City Manager, City staff, or audience members.
4. Speakers shall only speak for themselves or the organization they represent. No speaker shall be allowed to speak or read a statement for another identified or anonymous individual or organization.
5. A limit of three (3) minutes shall be allotted to each speaker on any given topic and each speaker shall be allotted to speak just once per meeting. The Presiding Officer or their designee shall notify the speaker when their allotted time has expired, and the speaker shall promptly conclude their remarks. All speakers are encouraged to submit supplemental or detailed written remarks for Council consideration to the City Clerk. A speaker who does not need a full three (3) minutes may yield the unused portion of his/her time to another person.
6. Council members may, upon recognition of the Presiding Officer, interrupt a speaker during their remarks, but only for the purpose of clarification of information. Otherwise, it is expected that members of Council shall not engage in dialogue or reply to remarks during the speaker's comment time.
7. The Council in addition to, or in lieu of, oral presentations may receive written statements presented to the City Clerk before noon on the Thursday prior to the next Council meeting.

B. PUBLIC HEARINGS

The following Rules of Procedure shall apply to any Public Hearing conducted by the City Council or any Council committee or board:

1. When calling a Public Hearing to order, the Presiding Officer or Chairperson shall request all persons who wish to speak to provide their name, address, and the name of any group they represent.
2. Speakers shall be permitted to speak without interruption regarding the matter on hand for the public hearing. Only members of Council, upon recognition of the Presiding Officer, or members of a committee, upon recognition by the Chairperson, shall be permitted to question speakers at the conclusion of their remarks and questions should be asked only for the purpose of clarification of a topic presented.

C. DECORUM

1. It is expected that speakers before the Council and City committees or board shall observe the commonly accepted rules of courtesy, decorum, dignity, and good taste. Personal attacks upon any Council member, individual, any City staff, any City board, or commission members, committee members, and/or any contractor working for the City shall promptly be ruled out of order by the Presiding Officer. When ruled out of order, the individual may be removed from

the meeting at the discretion of the Presiding Officer and/or Chairperson and the security personnel on duty. If the individual is not removed, the Presiding Officer and/or Chairperson shall determine if the speaker's remaining time may be used or revoked.

2. The use of intemperate, abusive and defamatory language is strictly forbidden and any member of the public who uses obscene, threatening or harassing language, slander, threats of violence, personal attacks of any kind or offensive comments that target or disparage any ethnic, racial, age, or religious group, gender, sexual orientation or disability status or who otherwise becomes disorderly while at a public meeting may be removed from the meeting at the discretion of the Presiding Officer and/or the Chairperson and the security personnel on duty.
3. While the Council is in session, the members of Council must contribute to the preservation of order and decorum, and a member shall neither, by conversation or otherwise, delay or interrupt the proceedings or the peace of the Council, nor disturb any member while speaking.

5. 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
<i>To allocate funds to cover cost of flowerpots</i>		
\$ 20,000.00	001.1315.0403.0000 Comptroller Contracts	001.1315.0101.0000 Comptroller Salary
<i>To re-allocate funds to cover the cost of an Outsourced Comptroller</i>		
\$ 25,000.00	002.8300.0403.0000 Water Contracts	002.0002.0912.0000 Water Fund Balance

To allocate funds to cover the cost of outsourced oversight assistance for the Water Dept.

Ayes:

Nays:

Absent: 1 (Hitchings)

MOTION CARRIED

6. REVISE APPROVED SALARY SCHEDULE-WATER DEPARTMENT

RESOLUTION 24-

Moved by Councilor

Seconded by Councilor

RESOLVED, approve the revision of the approved salary schedule in the adopted 2024 Budget to increase the number of Water Maintenance Workers from 4 to 5 per the authorization of the Acting City Manager.

Ayes:

Nays:

Absent: 1 (Hitchings)

MOTION CARRIED

7. DESIGNATE ACTING CITY MANAGER

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

RESOLVED, to designate Mayor Rick Rossi as Acting City Manager until such time as an Acting City Manager can be designated.

Ayes:
Nays:
Absent: 1 (Hitchings)
MOTION CARRIED

8. REVISE APPROVED SALARY SCHEDULE-POLICE DEPARTMENT

RESOLUTION 24-

Moved by Councilor

Seconded by Councilor

RESOLVED, approve the revision of the Approved Salary Schedule in the adopted 2024 Budget to decrease the number of Account Clerk positions in the Police Department from 1 to 0 and add a Senior Account Clerk position per the authorization of the Acting City Manager.

Ayes:

Nays:

Absent: 1 (Hitchings)

MOTION CARRIED

9. AGREEMENT-MADISON COUNTY BOARD OF ELECTIONS

RESOLUTION 24-

Moved by Councilor

Seconded by Councilor

RESOLVED, to authorize the Acting City Manager to sign a lease agreement with the Madison County Board of Elections for use of the Kallet Civic Center, 159 Main St., Oneida, NY on Election Day, November 5, 2024.

Ayes:

Nays:

Absent: 1 (Hitchings)

MOTION CARRIED

THIS LICENSE AGREEMENT, by and between MADISON COUNTY, a municipality of the State of New York, with its principal offices at 138 North Court Street, Wampsville, New York, hereinafter called the "Licensee," and the Greater Oneida Civic Center, with its principal offices at 159 Main St., Oneida NY 13421, hereinafter called the "Licensor";

W I T N E S S E T H

WHEREAS, the Licensee is charged with designating and conducting elections within the election district for the benefit of the citizens; and

WHEREAS, by holding elections at the Building, the Licensor is providing a community service and gaining notoriety of its facility; or

WHEREAS, the Licensor receives a tax exemption, tax abatement, subsidy, grant or loan by an agency of the state or a political subdivision thereof, and is entering this License Agreement to satisfy the provisions of §4-104 of the Election Law;

NOW, THEREFORE, in consideration of which the undersigned hereto do mutually agree as follows:

ARTICLE 1: Premises, Term and Fee

1.01 Licensor hereby licenses to Licensee, and Licensee hereby hires from Licensor, the premises hereinafter described as the Kallet Civic Center ie. Greater Oneida Civic Center located at 159 Main St Oneida NY 13421, (the "Building"), for the term, and fee if required, hereinafter stated, and upon and subject to the terms and conditions and covenants hereinafter provided.

1.02 The term of the License for use of the Building for any election shall commence on August 31, 2024, and shall expire on December 31, 2024, or on such earlier date upon which said term may be cancelled or terminated pursuant to any of the conditions or covenants of this License or pursuant to law.

1.03 The term of the License for use of the Building for Village, City, Primary or Special Elections shall commence at 12:01 a.m. on day of the election, and shall expire at 11:59 p.m. on the same day. Notice of the date of any Village, City, Primary or Special Elections will be provided as soon as is feasible after New York State informs the County Board of Elections of said Election date. The term of the License for use of the Building for any Village, City, Primary or Special Elections will be subject to the covenants and conditions of this License or pursuant to law.

ARTICLE 2: Use

2.01 Licensee shall use and occupy The public area on the ground floor of the Building for the conduct of primary, general, village and special elections and for no other purposes.

2.02 The term of the License for use of the Building for an Early Voting Pollsite shall commence at 12:01 a.m. ten days before a General Election, and shall expire at 11:59 p.m. on the ninth day following the first day of Early Voting, comprising nine days of Early Voting with hours open to the public to be set according to El§ 8-600(4) or on such earlier date upon which said term may be cancelled or terminated pursuant to any of the conditions or covenants of this License or pursuant to law.

ARTICLE 3: Insurance

3.01 Licensee represents that it maintains and covenants to keep in full force and effect during the term hereof the following types and minimum limit of insurance:

Commercial General Liability (CGL):

- a. \$1,000,000 each occurrence and \$2,000,000 Annual Aggregate.
- b. Insurance shall be written on an ISO Occurrence Coverage Form CG 00 01 1001 or substitute form providing equivalent coverage.
- c. Madison County and all other required parties shall be included as additional insureds, on a primary and non-contributory basis.

Excess Umbrella Liability:

- a. Subject to limits of not less than \$1,000,000 per occurrence.
- b. Madison County and all other required parties shall be included as additional insureds, on a primary and non-contributory basis.

Notice of Cancellation: All policies and certificate of insurance shall expressly provide that Madison County must receive 30 days written notice in the event of material alteration, cancellation or nonrenewal of coverage, including subcontractors' insurance, if any.

The Certificate Holder shall read as follows:

Madison County
PO Box 635
Wampsville, NY 13163

ARTICLE 4: Licensor's Other Services

4.01 Licensor, at its expense, shall provide public elevator service, if necessary. In conjunction with the Licensee, the Licensor shall be responsible for ensuring that the Building is in compliance with the Americans with Disabilities Act and any other applicable laws, rules and regulations including, but not limited to, New York Election Law §4-104, during all terms of this License.

ARTICLE 5: Indemnification

5.01 Licensor agrees to defend, indemnify, and hold harmless the Licensee, including its officials, employees, and agents, against all claims, losses, damages, liabilities, costs, or expenses, including, without limitation, reasonable attorney fees and costs of litigation, settlement, or both, whether incurred as a result of a claim by a third party or any other person or entity, arising in connection with the Building which the Licensee, or its officials, employees, or agents, may suffer by reason of any negligence, fault, act, or omission of Licensor, its employees, representatives, assignees, or agents.

5.02 Licensee agrees to defend, indemnify, and hold harmless the Licensor, including its officials, employees, and agents, against all claims, losses, damages, liabilities, costs, or expenses, including, without limitation, reasonable attorney fees and costs of litigation, settlement, or both, whether incurred as a result of a claim by a third party or any other person or entity, arising in connection with use of the Building as a polling place during the terms of this License which the Licensor, or its officials, employees, or agents, may suffer by reason of any negligence, fault, act, or omission of Licensee, its employees, representatives, assignees, or agents. In case any action or proceeding is brought against Licensor by reason of such claim, Licensee, upon notice from Licensor shall resist and defend such action or proceeding.

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

MADISON COUNTY

DATED: _____

By: _____
James J. Cunningham
Chairman, Board of Supervisors

DATED: _____

By: _____

STATE OF NEW YORK)

COUNTY OF MADISON)

On the day of _____, 20____, before me, the undersigned, personally appeared James J. Cunningham, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual or the person upon behalf of which the individual acted, executed the instrument.

Notary Public, State of New York
Appointed in _____ County

My Commission Expires:

Notary

STATE OF NEW YORK)

COUNTY OF MADISON)

On the day of _____, 20____, before me, the undersigned, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s) or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public, State of New York
Appointed in _____ County

My Commission Expires:

Notary



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A :Admitted in NYS (AM Best rated A- or Better)	
INSURED	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
<input checked="" type="checkbox"/>	COMMERCIAL GENERAL LIABILITY					EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ \$
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	Policy Number			
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					
<input checked="" type="checkbox"/>	UMBRELLA LIAB					EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ \$
	<input checked="" type="checkbox"/> EXCESS LIAB DED RETENTION \$	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	Policy Number			
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Madison County included as additional insured on a primary and non-contributory basis for Commercial General Liability and Excess/Umbrella Liability. 30 Day Notice of Cancellation or Material Change to Certificate Holder is included.

CERTIFICATE HOLDER

CANCELLATION

Madison County PO Box 635 Wampsville, NY 13163	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

10. AUTHORIZATION-ALL SEASONINGS INGREDIENTS

RESOLUTION 24-

Moved by Councilor

Seconded by Councilor

RESOLVED, to authorize the Acting City Manager to retain survey and appraisal services to subdivide the City owned parking lot at the intersection of Cedar Street and Lenox Avenue and take related actions necessary to facilitate the conveyance of parking spaces to the Madison County IDA for the All Seasonings Ingredients Project.

Ayes:

Nays:

Absent: 1 (Hitchings)

MOTION CARRIED

NEW BUSINESS:

PUBLIC COMMENT:

OPEN DUE PROCESS HEARINGS-WATER/SEWER BILLS

RESOLUTION 24-

Motioned by Councilor

Seconded by Councilor

RESOLVED, that the Due Process Hearings for Water/Sewer Bills be hereby opened at ____p.m.

Ayes:

Nays:

Absent: 1 (Hitchings)

MOTION CARRIED

**DUE PROCESS HEARINGS-WATER/SEWER BILLS
COMMON COUNCIL CHAMBERS
109 N. MAIN ST. ONEIDA, NY 13421
AUGUST 20, 2024**

Mayor Rick Rossi called the Water and Sewer Due Process Hearings to order at ____p.m.

Attendees	Present	Absent	Arrived Late
Mayor Rossi	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
ACM John Monaghan	<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:

Sandy LaPera, City Clerk and Nadine Bell, City Attorney

The witnesses for each hearing were sworn in by the City Clerk.

CUSTOMER NAME	PROPERTY ADDRESS	OWNER	ACCOUNT #	AMOUNT
Vernon Howe III	382 Stone St.	Same	08-119001-01	\$1,639.65
Gail Lighthall	356 N. Lake St.	Same	01-032001-00	\$686.19
Andrea Potter	421 McGuire St.	Same	05-003001-00	\$886.89
Ondraya De Los Santos	391 Genesee St.	Oneida Indian Nation	22-047001-00	\$669.82
Chris Rong	240 N. Main St.	Jennie Panzica	03-016001-00	\$345.86

DUE PROCESS HEARING-WATER/SEWER BILLS

Vernon Howe III-382 Stone Street

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

WHEREAS, in accordance with Article XIX of the City of Oneida Water Department Rules and Regulations, titled "Termination of Service," the Common Council will, upon receipt of a written request submitted to the Water Superintendent, conduct a Due Process Hearing prior to terminating a customer's water service, **and**

WHEREAS, Vernon Howe III-382 Stone Street / 08-119001-01 properly requested a Due Process Hearing before the Common Council to contest the Water Department's decision to terminate his/her/their water service, **and**

WHEREAS, a Due Process Hearing was thereafter timely held on August 20, 2024, by the City of Oneida Common Council, **and**

WHEREAS, Vernon Howe III-382 Stone Street, **appeared** before the Common Council at the aforementioned Due Process Hearing, **now therefore be it**

RESOLVED, that the following action has been approved by the Common Council:

NAME:	Vernon Howe III	
ADDRESS:	382 Stone Street	
ACCOUNT #:	08-119001-01	
BILL DATES:	6/1/2023-8/20/2024	AMOUNT: \$1,639.65

ACTION BY COUNCIL: _____

Ayes:
Nays:
Absent: 1 (Hitchings)
MOTION CARRIED

DUE PROCESS HEARING-WATER/SEWER BILLS

Gail Lighthall-356 N. Lake St.

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

WHEREAS, in accordance with Article XIX of the City of Oneida Water Department Rules and Regulations, titled "Termination of Service," the Common Council will, upon receipt of a written request submitted to the Water Superintendent, conduct a Due Process Hearing prior to terminating a customer's water service, **and**

WHEREAS, Gail Lighthall-356 N. Lake St. / 01-032001-00 properly requested a Due Process Hearing before the Common Council to contest the Water Department's decision to terminate his/**her**/their water service, **and**

WHEREAS, a Due Process Hearing was thereafter timely held on August 20, 2024, by the City of Oneida Common Council, **and**

WHEREAS, Gail Lighthall-356 N. Lake St., **appeared** before the Common Council at the aforementioned Due Process Hearing, **now therefore be it**

RESOLVED, that the following action has been approved by the Common Council:

NAME:	Gail Lighthall	
ADDRESS:	356 N. Lake St.	
ACCOUNT #:	01-032001-00	
BILL DATES:	01/01/2017-08/20/2024	AMOUNT: \$686.19

ACTION BY COUNCIL:

Ayes:
Nays:
Absent: 1 (Hitchings)
MOTION CARRIED

DUE PROCESS HEARING-WATER/SEWER BILLS

Andrea Potter-421 McGuire ST.

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

WHEREAS, in accordance with Article XIX of the City of Oneida Water Department Rules and Regulations, titled "Termination of Service," the Common Council will, upon receipt of a written request submitted to the Water Superintendent, conduct a Due Process Hearing prior to terminating a customer's water service, **and**

WHEREAS, Andrea Potter-421 McGuire St. / 05-003001-00 properly requested a Due Process Hearing before the Common Council to contest the Water Department's decision to terminate his/**her**/their water service, **and**

WHEREAS, a Due Process Hearing was thereafter timely held on August 20, 2024, by the City of Oneida Common Council, **and**

WHEREAS, Andrea Potter-421 McGuire St., **appeared** before the Common Council at the aforementioned Due Process Hearing, **now therefore be it**

RESOLVED, that the following action has been approved by the Common Council:

NAME:	Andrea Potter	
ADDRESS:	421 McGuire St.	
ACCOUNT #:	05-003001-00	
BILL DATES:	1/1/17-8/20/24	AMOUNT: \$886.89

ACTION BY COUNCIL:

Ayes:
Nays:
Absent: 1 (Hitchings)
MOTION CARRIED

DUE PROCESS HEARING-WATER/SEWER BILLS
Ondraya De Los Santos-391 Genesee St. (Tenant)

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

WHEREAS, in accordance with Article XIX of the City of Oneida Water Department Rules and Regulations, titled "Termination of Service," the Common Council will, upon receipt of a written request submitted to the Water Superintendent, conduct a Due Process Hearing prior to terminating a customer's water service, **and**

WHEREAS, Ondraya De Los Santos-391 Genesee St. / 22-047001-00 properly requested a Due Process Hearing before the Common Council to contest the Water Department's decision to terminate his/**her**/their water service, **and**

WHEREAS, a Due Process Hearing was thereafter timely held on August 20, 2024, by the City of Oneida Common Council, **and**

WHEREAS, Ondraya De Los Santos-391 Genesee St., **appeared** before the Common Council at the aforementioned Due Process Hearing, **now therefore be it**

RESOLVED, that the following action has been approved by the Common Council:

NAME:	<u>Ondraya De Los Santos (Tenant)</u>	
ADDRESS:	<u>391 Genesee St.</u>	
ACCOUNT #:	<u>22-047001-00</u>	
BILL DATES:	<u>3/1/17-8/20/24</u>	AMOUNT: \$669.82

ACTION BY COUNCIL: _____

Ayes:
Nays:
Absent: 1 (Hitchings)
MOTION CARRIED

DUE PROCESS HEARING-WATER/SEWER BILLS

Chris Rong-240 N. Main St. (Tenant)

RESOLUTION 24-

Moved by Councilor
Seconded by Councilor

WHEREAS, in accordance with Article XIX of the City of Oneida Water Department Rules and Regulations, titled "Termination of Service," the Common Council will, upon receipt of a written request submitted to the Water Superintendent, conduct a Due Process Hearing prior to terminating a customer's water service, **and**

WHEREAS, Chris Rong-240 N. Main St. / 03-016001-00 properly requested a Due Process Hearing before the Common Council to contest the Water Department's decision to terminate his/her/their water service, **and**

WHEREAS, a Due Process Hearing was thereafter timely held on August 20, 2024, by the City of Oneida Common Council, **and**

WHEREAS, Chris Rong-240 N. Main St., **appeared** before the Common Council at the aforementioned Due Process Hearing, **now therefore be it**

RESOLVED, that the following action has been approved by the Common Council:

NAME:	Chris Rong (Tenant)	
ADDRESS:	240 N. Main St.	
ACCOUNT #:	03-016001-00	
BILL DATES:	1/1/17 to 8/20/24	AMOUNT: \$345.86

ACTION BY COUNCIL:

Ayes:
Nays:
Absent: 1 (Hitchings)
MOTION CARRIED

CLOSE DUE PROCESS HEARINGS-WATER/SEWER BILLS

RESOLUTION 24-

Motioned by Councilor

Seconded by Councilor

RESOLVED, that the Due Process Hearings for Water/Sewer Bills be hereby closed at ____p.m.

Ayes:

Nays:

Absent: 1 (Hitchings)

MOTION CARRIED

Motion to adjourn by Councilor

Seconded by Councilor

Ayes:

Nays:

Absent: 1 (Hitchings)

MOTION CARRIED

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

CITY OF ONEIDA

Sandra LaPera, City Clerk