

MONTHLY REPORT

CITY

CHAMBERLAIN

TO: MAYOR AND MEMBERS OF THE COMMON COUNCIL:

THE FOLLOWING IS AN ACCOUNTING OF THE TRANSACTIONS HANDLED BY THE CITY
CHAMBERLAIN DURING OCTOBER 2013

CITY AND COUNTY TAXES COLLECTED	
CITY PORTION	29,779.53
COUNTY PORTION	33,804.81
INTEREST AND PENALTIES	6,495.70
NOTICE MAILING FEES	94.00
DELINQUENT SCHOOL TAX COLLECTED	61,501.33
FEES ON SCHOOL TAXES	3,075.09
5% COLLECTOR'S FEE	3,075.09
WATER AND SEWER RENTS COLLECTED	315,830.41
WATER SERVICE CHARGES	2,867.89
TAX SALE CERTIFICATES	71,663.64
FEES ON TAX SALE CERTIFICATES	12,193.27
FILING FEES	1,234.00
ADVERTISING	276.00
CERTIFIED MAIL FEE	82.57
TAX SEARCHES	1,265.00
FINES AND PENALTIES (PARKING TICKETS)	1,175.00
TOTAL SEPTAGE	2,490.00
COURT REPORT	5,970.00
COURT-BAIL FORFEIT	0
CITY CLERK EARNINGS	8,797.08
POLICE REPORT	152.79

RECREATION DEPARTMENT		
ARMORY REVENUE	2,948.00	
YOUTH BASKETBALL	2,410.00	
HALLOWEEN PARTY	321.00	
FIELD/PARK POOL RENTAL	0.00	
ADULT VOLLEYBALL	525.00	
FOOTBALL CAMP	315.00	
MUNY BASKETBALL	50.00	
SWIM/REC/INST/SUITS	50.00	6,619.00

UTILITY TAXES	3,002.68	
FIRE INSPECTION FEES	3,475.00	
MISC POSTAGE REIMBURSEMENT	3.32	
MISC SALES TAX REFUND	4.53	
HEALTH INSURANCE	6,872.21	
INSURANCE RECOVERY PERMA	2,495.01	
MISCELLANEOUS REFUND	82.50	
CIVIL SERVICE TEST FEES	480.00	
TOWN OF STOCKBRIDGE	70.50	
ESCROW DEPOSIT	400.00	16,885.75

RECEIPTS FROM NEW YORK STATE
DEPARTMENTS AND AGENCIES

NYS RETIREMENT REFUND		0.00
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RECEIPTS FROM MADISON COUNTY

MADISON COUNTY MORTGAGE TAX		0.00
MADISON CO STOP DWI		0

SPECIAL ASSESSMENTS		427.58
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TOTAL REVENUES COLLECTED AND DEPOSITED BY CITY CHAMBERLAIN		\$585,755.53
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REDEPOSITED ITEMS	0.00
CD REHAB PAYMENTS	191.47
REVOLVING LOAN PAYMENTS	6,139.94
TOTAL FUNDS DEPOSITED	592,086.94
CITY/COUNTY TAXES COLLECTED	63,678.34
PERCENT COLLECTED AS OF OCT 31, 2013	96.00%
2012-2013 ONEIDA CITY SCHOOL TAX	\$ 61,501.33
PERCENT COLLECTED AS OF OCT 31, 2013	60.74%


CITY CHAMBERLAIN

October 2013

Monthly Report

Department of Planning and
Development

**Department of Planning and Development
Monthly Report
October 2013**

Planning Commission

Item #1 – Area variance Request for an 8’ side and 8’ rear setback to construct a garage at 402 Seneca Street, zoned R-2, by Larry Britton. The Planning Commission determined that due to the placement of the driveway, as well as a slope in said driveway, the requested area variance was necessary to allow correct placement of the garage. They sent a Positive Referral to the ZBA.

Item #2 – Site Plan Review to construct an addition to an existing light manufacturing building at 1043 Freedom Drive, zoned LI by All Seasonings Ingredients, Inc. The Planning Commission reviewed the proposed site plan, and approved it with the condition (among other standard ones) that the applicant merge the two parcels.

Item #3 – Site Plan Review and Conditional Use Permit to develop Brookside Crossing Townhomes located at Fitch and West Elm Streets, zoned Agricultural, by MEID Construction.

The Planning Commission discussed at length a variety of issues relating to the proposed plan and granted Site Plan Approval and issued a Conditional Use Permit for the project.

Item #4 – Discussion of Revised SEQR Forms – As of October 7, 2013, the new SEQRA forms are in effect. Cassie went over both the Short EAF and Full EAF with the Planning Commission and discussed changes from the previous forms.

Zoning Board of Appeals

Item #1 – Area variance Request for an 8’ side and 8’ rear setback to construct a garage at 402 Seneca Street, zoned R-2, by Larry Britton. The Zoning Board of Appeals discussed the proposal and the current layout of the driveway with the applicant, took into account the Positive Recommendation from the Planning Commission, and granted the area variances necessary for the appropriate location of the garage, noting that the construction of a garage on a residential lot would not adversely affect the character of the residential neighborhood.

Community Development

Housing Rehabilitation Grant # 20103204 – Two projects currently under construction. Two projects awarded, preparing two projects for SHPO review, lead testing, and radon testing. Four projects are currently waiting for DHCR closeouts. Total of nine projects completed assisting 15 persons, including four elderly and five disabled.

New application for 2013 - We are looking at incorporating a target area for lead water line replacement as an added activity in our 2013 scattered sites housing rehabilitation program grant application. We currently have approximately 30 units approved and on our waiting list.

Applications are due in December (very short turnaround) and we are waiting to hear from River Street Planning as to a cost to repackage our last application with some modifications.

Revolving Loan Fund

Current balance as of October 31, 2013 - \$331,484.61. We have nine active loan accounts. No new applications were submitted in October.

Economic Development

We have assisted Laberge Group in writing a CDBG Economic Development Program grant application on behalf of All Seasonings Ingredients, Inc. The funding will allow them to greatly expand their current building, and increase their workforce by a minimum of 15 new jobs over the next 2 years. The application budget also includes \$16,000 to offset salaries in the Planning Department as we will administer the grant. An award letter was received in late August, and the contract documents and initial paperwork have been signed and submitted. We are waiting for the State's review to be completed and a Release of Funds issued.

My office is currently working with two of our local businesses on building expansions that will also involve the creation of additional jobs. More detailed information will be available at a later date.

USEPA Smart Growth Project

In April, the committee submitted to EPA and their consultants, our comments on the draft audit tool. At this point, we anticipate the final product to be released by EPA in early 2014. Give the cuts from sequestration and the government shutdown, both of which affected staff at EPA, this project has been seriously delayed. The Planning Commission has briefly discussed the idea of replacing the zoning, subdivision, site plan ordinances with a Unified Development Code to streamline the development process for both staff and developers. This has been done in a number of cities recently, although I haven't yet found any enacted in a small city the size of Oneida. We will continue to research this, and determine what the processes and steps might be for the update of the Comprehensive Plan and corresponding ordinance changes. We are also exploring the possibility of funding for a planning firm that has experience in unified development code work.

West Elm Street Project

We are moving forward, albeit slowly. We continue to work with County IDA, City Water Superintendent, City Engineer, Jack and Pat Curtin, to develop required steps and timeline for project, funding details, etc that are needed to move this project forward. We will continue to periodically update the Council as we make progress. An appraisal of the Curtin property is underway, and will be submitted to Empire State Development Agency. We are hopeful that the City will be once again meeting with potential developers in late 2013 during the second round of interviews.

Oneida Commons Proposal

This project is currently on hold, pending further movement from the Field of Dreams people. We will continue to follow-up with Elise on a regular basis to help her move forward.

Stoneleigh Workforce Housing Project

Monitoring Phase II Environmental Audit – No final decision yet from DEC as to the environmental audit results, although they have determined that if funding is awarded for the project, they will want some additional soil testing done, and treatment of any excavated soil if contaminated. DEC feels that some of the fill material may have been contaminated. Stoneleigh Housing is pursuing the additional testing while they wait for the funding awards announcements in an effort to be ready to move forward immediately if awarded.

Funding application – Stoneleigh Housing will be resubmitting a funding application in December. We are currently working with them to strengthen the application.

Flood Zone Planning

City staff is looking into both short and long term issues relating to future use of properties in the flood zone. We are currently developing more detailed mapping of the area, and have contacted SUNY College of Environmental Science and Forestry's School of Landscape Architecture for sample planting plans to be used as the City receives individual lots.

2011 Single Audit/2012 Audit

We have continued to work with D'Arcangelo on the 2012 audit of our 2012 grant programs.

Legislative Funding Projects

I have been working with the City Engineer to finalize a downtown streetscape and signage improvement project, utilizing a grant of \$20,000 made available to us through Assemblyman Magee's office. We anticipate a final funding decision by the end of 2013.

I am also working with the City Engineer on a request for \$250,000 from Assemblyman Magee that would fund repairs at the Kallet Civic Center and the Armory. We submitted additional information that was requested by the Legislative Ways and Means Committee. The application has now been forwarded to the Dormitory Authority for review and approval.

Oneida Information Packet and Brochure

We have developed a tri-fold brochure and brief informational packet containing data that would be pertinent to potential developers and business owners interested in Oneida. Both items are available in my office, and can be distributed as requested, or be used as an introduction to our City as a marketing tool.

MONTHLY REPORT

PARKS &

RECREATION

A. Max Smith
Acting Mayor



Lucas M. Griff
Director

CITY OF ONEIDA
DEPARTMENT OF PARKS AND RECREATION
ONEIDA RECREATION CENTER, 217 CEDAR STREET
ONEIDA, NEW YORK 13421
Telephone: (315) 363-3590 Fax: (315) 363-6062
www.oneidacity.com

October 2013

REVENUE

In the month of October the Recreation Department generated a total of \$6,619.00 in revenue.

USAGE/COMPARISON

Our October 2013 Gym rental revenue is up 18% from October 2012. In October of 2012 we generated \$2,255.00 in gym rental revenue as compared to \$2,675.50 in 2013. Our October room rentals were \$122.50 as compared to \$350.00 in 2012. As of November 1, 2013 our yearly gym rental revenue is \$22,387.5 compared to 18,432.00 in 2012, a 21% increase, our room rentals revenue is \$2,267.50 compared to \$1,262.50 in 2012 a 79% increase. Our Tot birthday parties have become very popular. We had 93 tot parties in 2012 bringing in \$10,463.00 in revenue. We have 140 tot parties on the books for 2013 bringing in \$17,162.00. We added Friday evenings to our rental schedule to give people more party options. Those slots have been booking up.

MAINTENANCE

The maintenance crew spent much of October closing up the park buildings and preparing for the winter months. All park bathrooms have been winterized, playgrounds have had swings removed, tennis nets have been taken down and benches and picnic tables have been secured under park pavilions for the winter. All mowers, tractors and other power equipment have been cleaned, greased and winterized.

Program Updates

We held our annual Halloween party on Saturday October 26th. We estimate that 300 – 350 people attended the party, we have consistently had this many people attend the party over the past 3 – 4 years. Everyone at the party had a great time. We had volunteers from various high school clubs help out with running games, handing out candy and manning other stations. Without the help of the kids from the school we would not be able to put on the party, we are very grateful for their support. \

A good part of October was spent preparing for our upcoming winter programming. Activities like, MUNY basketball, co-ed volleyball, and youth basketball all start in November.

Updates

The outdoor sign in the front of the Recreation Center was vandalized. The sign was broken from the post and the wood on the sign was completely destroyed. This is the second sign that we have had damaged this year. The other was the sign at Carinci park. Both signs are going to be replaced in the very near future.

October is the unofficial start to our winter season at the rec. center. During this season we are extremely busy with our own programming and rentals by outside groups. Between birthday parties, gym rentals and room rentals the building is in use 12 – 14 hours a day, 7 days a week. With so much going on after hours and on the weekends we have to have a staff of 4 part time building supervisors. Late in September I held an orientation for the staff to go over job duties and other responsibilities. We have a solid staff this year and I anticipate them doing an outstanding job for us this winter.

I have been working with the president from Oneida Little League and the Mayor to come up with a solution to get the concession stand at Maxwell field repaired. I think we are close and should have something done by mid-November.

Respectfully submitted,

Lucas Griff
Director

Oneida Recreation Department
Programming Report
October 2013

Youth Programming

Tot Fun-n-Run:

This program runs Monday-Friday, 9:00 am – 12:00 pm, year round. The numbers have been consistent and this program is very popular with parents and toddlers in our community. We had a total a total of 219 people drop in for the month of October with an average of 10 per day.

Afterschool Program: (Teen Center)

The Afterschool Program (Teen Center) has started. This year we will be trying something new. We will have 6th thru 12th grades Monday thru Thursday from 3:00-6:00 pm and 3rd thru 5th grades on Fridays from 3:00-5:30 pm. The Afterschool Program will run through April 2014. For the month of October we had a total of 154 kids sign in with an average of 10 per day. We had 15 register for grades 6 thru 12 and 6 registered for grades 3 thru 5. I know we are starting out slow, but our numbers should pick up when the weather turns colder.

Hoop Monsters/Skills & Drills:

Registration for Hoop Monsters/Skills & Drills started October 1st and ran through October 24th. Hoop Monsters is for kids in 3rd thru 5th grades and they will play games on Tuesday evening and Saturday afternoon. Skills & Drills is for kids in K thru 3rd grades where they will learn the fundamentals of basketball which will be on Saturday mornings. These programs will run through February 2014. We have 5 teams this year with 52 kids registered. Skills and Drills had 81 kids registered.

Adult Programming

MUNY Basketball:

MUNY Basketball will play on Monday nights from 7:00 – 8:00pm. They will start on Monday, November 11th and run thru the month of February with playoffs for the championship on March 2nd.

Co-ed Volleyball:

Co-ed Volleyball will be played on Thursday nights. They will start on November 7th. We have 13 teams registered. Co-ed Volleyball will run thru the month of February. Playoffs will be February 27th with the championship on March 6th.

Respectively Submitted,

Carm Endemann
Recreation Specialist

City of Oneida Recreation Department
October 2013 Revenue

Date	Program/Individual	Amount	Receipt	Deposited	Date	Program/Individual	Amount	Receipt	Deposited
9/27/2013	Rec Center - Room Rental	\$15.00	7461	10/2/2013	Balance Forward				
	Rec Center - Gym/Tot	\$50.00	7462		10/11/2013	Adult Flag Football	\$40.00	7492	10/14/2013
9/28/2013	Rec Center - Gym/Tot	\$50.00	7463			Youth Basketball	\$165.00	7493	
9/30/2013	Rec Center - Gym/Tot	\$60.00	7464			Co-ed Volleyball	\$50.00	7494	10/15/2013
	Rec Center - Gym/Tot	\$50.00	7465			Rec Center - Gym/Tot	\$120.00	7495	
	Youth Flag Football	\$75.00	7466			Youth Basketball	\$45.00	7496	
10/1/2013	IMUNY Basketball	\$50.00	7467			VOID		7497	
	Youth Basketball	\$45.00	7468		10/13/2013	Rec Center - Gym/Tot	\$50.00	7498	
	Rec Center - ARC	\$200.00	7469		10/14/2013	Youth Basketball	\$15.00	7499	
	Rec Center - Gym/Tot	\$80.00	7470	10/8/2013		Rec Center - Gym/Tot	\$70.00	7500	
	Co-ed Volleyball	\$50.00	7471			Youth Basketball	\$30.00	7501	
10/2/2013	Rec Center - Gym/Tot	\$75.00	7472		10/16/2013	Rec Center - Gym/Tot	\$50.00	7502	10/18/2013
	Youth Basketball	\$105.00	7473			Co-ed Volleyball	\$50.00	7503	
10/3/2013	Youth Basketball	\$10.00	7474	10/9/2013		Adult Flag Football	\$40.00	7504	
	Rec Center - Gym/Tot	\$15.00	7475			Rec Center - Gym	\$50.00	7505	
	Rec Center - Gym/Tot	\$50.00	7475		10/17/2013	Chapman Pool	\$50.00	7506	
	Rec Center - Gym/Tot	\$50.00	7476			Youth Basketball	\$50.00	7507	
10/4/2013	Youth Basketball	\$90.00	7477			Youth Basketball	\$165.00	7508	10/21/2013
	Youth Basketball	\$60.00	7478			Co-ed Volleyball	\$175.00	7509	
	Rec Center - Room Rental	\$30.00	7479		10/18/2013	Co-ed Volleyball	\$50.00	7510	
10/5/2013	Adult Flag Football	\$30.00	7480			Rec Center - Gym/Tot	\$50.00	7511	
	Rec Center - Gym/Tot	\$50.00	7481		10/19/2013	Youth Basketball	\$45.00	7512	
	Rec Center - Gym/Tot	\$100.00	7482			Rec Center - Gym	\$45.00	7513	
	Rec Center - Gym	\$47.50	7483			Rec Center - Gym/Tot	\$70.00	7514	
10/6/2013	Rec Center - Gym/Tot	\$60.00	7484		10/20/2013	Youth Basketball	\$75.00	7515	
	Rec Center - Gym	\$150.00	7485		10/21/2013	Rec Center - Room	\$40.00	7516	10/22/2013
	Adult Flag Football	\$50.00	7486			Rec Center - Gym	\$50.00	7517	
	Adult Flag Football	\$80.00	7487		10/22/2013	Youth Basketball	\$165.00	7518	
	Youth Basketball	\$120.00	7488			Co-ed Volleyball	\$50.00	7519	10/23/2013
	VOID		7489			Youth Basketball	\$105.00	7520	
10/8/2013	Rec Center - Gym/Tot	\$50.00	7490	10/14/2013		Rec Center - Room	\$7.50	7521	
10/10/2013	Youth Basketball	\$30.00	7491			TOTAL	\$3,995.00		
	TOTAL	\$1,977.50							

City of Oneida Recreation Department
October 2013 Revenue

Date	Program/Individual	Amount	Receipt	Deposited	Date	Program/Individual	Amount	Receipt	Deposited
10/22/2013	Balance Forward	\$3,995.00							
10/23/2013	Rec Center - Gym	\$3.00	7522	10/23/2013					
10/23/2013	Co-ed Volleyball	\$50.00	7523	10/28/2013	001-0017-2003	Youth Basketball		\$2,360.00	
10/24/2013	Youth Basketball	\$180.00	7524		001-0017-2013	Halloween Party		\$321.00	
	Rec Center - Gym/Tot	\$60.00	7525		001-0017-2017	Flag Football		\$315.00	
10/25/2013	Youth Basketball	\$150.00	7526		001-0017-2020	MUNYV Basketball		\$50.00	
	Rec Center - Gym	\$50.00	7527		001-0017-2021	Adult Volleyball		\$525.00	
	Rec Center - Gym/Tot	\$175.00	7528		001-0017-2025	Chapman Pool		\$50.00	
10/28/2013	Youth Basketball	\$135.00	7529						
	Halloween Party	\$321.00	7530		ARC		\$200.00		
10/29/2013	Youth Basketball	\$30.00	7531	10/31/2013	Gym Rental		\$2,675.50		
	Youth Basketball	\$150.00	7532		Room Rental		\$122.50		
	Rec Center - Room	\$30.00	7533		Equipment Rental		\$0.00		
10/30/2013	Youth Basketball	\$360.00	7534		001-0017-2031	Rec Center Total		\$2,998.00	
10/31/2013	Rec Center - Gym	\$900.00	7535		TOTAL			\$6,619.00	
	Youth Basketball	\$30.00	7536						
	TOTAL	\$6,619.00							
					Gym/Room Rental Monthly Comparison				
						Oct-12	13-Oct	% Increase/Decrease	
					Gym	\$2,255.00	\$2,675.50	18%	
					Room	\$350.00	\$122.50	-65%	
					Gym/Room Rental Yearly Comparison				
						11/1/2012	11/1/2013	% Increase/Decrease	
					Gym	\$18,432.00	\$22,387.50	21%	
					Room	\$1,262.50	\$2,267.50	79%	

RECREATION MAINTENANCE MONTHLY REPORT
MONTH OCTOBER 2013

<u>WORK PERFORMED</u>	<u>TOTAL HOURS</u>
- Field Preparation	34.5
- Check Tennis/Basketball Courts	8
- Pool Maintenance	25
- Park Inspection	23
- Park Landscaping	41
- General Cleanup/Litter Pickup	28
- Carpentry Work/Painting	18
- Facility Winterizing	33
- Snow Removal	0
- Buildings & Grounds: general maintenance/cleaning	106
- Equipment & Vehicles: general maintenance/cleaning	31
- Miscellaneous:	25
TOTAL	372.5

MONTHLY REPORT
POLICE DEPT.

	2012 JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Calls for Service	620	567	663	667	750	801	908	689	652	577	550	594
Criminal Offenses	144	147	177	167	169	193	200	168	184	124	138	129
Clearances	106	120	146	116	120	132	136	108	132	81	88	95
Arrests	55	84	96	83	88	101	107	92	82	69	65	62
Parking Tickets	47	135	112	81	26	61	70	76	62	70	74	71
Traffic Tickets	184	162	177	167	162	142	158	128	124	91	93	93

	2013 JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Calls for Service	649	465	538	584	761	758	804	744	623	600		
Criminal Offenses	142	122	128	148	179	196	216	176	151	163		
Clearances	111	100	100	117	128	143	169	118	114	119		
Arrests	96	63	74	67	97	84	111	82	66	65		
Parking Tickets	65	72	97	76	49	58	35	32	46	31		
Traffic Tickets	158	133	150	139	166	99	167	89	132	76		

	October			Year to date			Change from last year
	2011	2012	2013	2011	2012	2013	
Calls For Service	662	577	600	6557	6894	6526	minus 368
Criminal Offenses	227	124	163	1851	1673	1621	minus 52
Cleared Cases	161	81	119	1375	1197	1209	PLUS 12
Arrests	86	69	65	818	857	805	minus 52
Parking Tickets	33	70	31	651	740	561	minus 179
Traffic Tickets	216	91	76	1869	1395	1309	minus 86
DWI's	5	1	3	51	29	33	PLUS 4
Felony Charges	9	6	8	119	97	128	PLUS 31
Misdemeanor Charges	84	76	49	798	756	685	minus 71
Violation Charges	18	22	19	199	212	215	PLUS 3

Overtime 2013

Month	Pay	Comp	Used	Reimbursements	Costs after reimbursements	
Jan	\$3,122.60	144.37	148.00	\$7,761.78	(\$4,639.18)	* comp reimbursement not included
Feb	\$2,289.64	114.73	192.5	\$0.00	\$2,289.64	
Mar	\$4,019.74	100.5	233.5	\$325.27	\$3,694.47	
Apr	\$4,269.43	168.37	174.5	\$562.68	\$3,706.75	
May	\$6,370.47	176.99	297.25	\$2,340.08	\$4,030.39	
Jun	\$24,433.08	390.75	226	\$778.38	\$23,654.70	
Jul	\$31,342.46	478.49	464	\$951.82	\$30,390.64	
Aug	\$10,072.91	133.87	460.75	\$1,060.12	\$9,012.79	
Sep	\$9,195.40	244.12	455.75	\$1,599.28	\$7,596.12	
Oct	\$5,821.22	228.37	386.5	\$313.26	\$5,507.96	
Nov						
Dec						
Total	\$100,936.91	2,180.56	3,037.75	\$15,692.67	\$85,244.24	Year costs after reimbursements

REASON	PAY	COMP
Admin./ Misc.		1.50
Complete Investigation	\$397.13	22.87
Court	\$146.85	18.00
Cover Back Time	\$4,017.15	43.12
Cover Sick Time	\$2,462.93	58.50
Cover School		
Cover Vacation	\$648.75	15.74
On Call Investigations	\$171.89	
School	\$870.08	49.87
Special Events	\$314.17	15.75
Special Investigations	\$591.24	3.00
Total	\$8,620.24	228.37

2013 Overtime
 Year to date
 Contractual \$47,300.48
 other \$59,712.90
 Reimbursed 15,692.67
 Total non
 Contractual
 not reimbursed \$44,020.23
 Flood OT \$28,671.13
 minus flood \$15,349.10

Note: Overtime by month (above chart) for pay periods in month.
 This chart by calendar month

Pay= Overtime pay costs
 Comp. = overtime comp time earned
 Used= Comp time used
 Reimbursements- from grants or other

Overtime 2012

Month	Pay	Comp	Used	Reimbursements	Costs after reimbursements	
Jan	\$5,132.48	129.37	154.50	\$0.00	\$5,132.48	* comp reimbursement not included
Feb	\$4,058.00	118.12	114	\$0.00	\$4,058.00	
Mar	\$5,541.20	135.75	171.75	\$0.00	\$5,541.20	
Apr	\$8,281.57	171	305.25	\$886.82	\$5,394.75	
May	\$9,407.87	184.5	326.25	\$15,224.68	(\$5,816.81)	
Jun	\$16,542.80	111.75	354.75	\$860.72	\$15,681.88	
Jul	\$9,736.50	111	265.5	\$1,093.27	\$8,643.23	
Aug	\$10,082.43	117	471.25	\$972.43	\$9,110.00	
Sep	\$11,498.77	137.62	285	\$3,764.70	\$7,734.07	
Oct	\$11,213.16	197.62	349	\$178.40	\$11,034.76	
Nov	\$3,088.87	96.75	509	\$0.00	\$3,088.77	
Dec	\$6,186.44	155.92	543	\$0.00	\$6,186.44	
Total	\$98,169.87	1,895.91	2,879.25	\$22,981.02	\$75,788.76	Year costs after reimbursements

2013 Reimbursements- Overtime reimbursements, grant reimbursements and other.

	STEP Grant	Other	Total
	Amount	Amount	
Jan.		\$7,761.78 wc	\$7761.78
Feb			0
Mar		\$325.27dwi	\$325.27
Apr.	\$562.68		\$562.68
May	1740.08	\$600.00 BUNY	\$2340.08
Jun.	\$ 778.38		\$ 778.38
Jul.	\$ 951.82		\$951.82
Aug.	\$1060.12		\$1060.12
Sep.	\$1588.28		\$1599.28
Oct		313.26 dwi	\$313.26
Nov			
Dec.			
Total	6681.36	\$9000.31	15,692.67
to date.			

wc= final workmen comp check from Sgt. Loomis out on injury in 2012.

dwi= STOP DWI Funds

Year to date Overtime	\$95,115.69
Reimbursements	\$15,692.67

Costs after reimbursement: \$79,423.02

2013 Revenue- Report copy fees, fingerprint fees, record checks, etc.

Jan.	\$1359.75
Feb.	\$ 173.00
Mar.	\$ 34.75
Apr.	\$ 1,188.75
May	\$ 2,190.25
Jun.	\$ 1271.25
Jul.	\$1614.43
Aug	\$ 207.53
Sept.	\$ 152.79
Oct.	\$ 1,423.00
Nov.	
Dec.	

Year to date: \$9624.50

MONTHLY REPORT

CITY CLERK

CITY OF ONEIDA
OFFICE OF THE CITY CLERK

REPORT FOR THE MONTH OF OCTOBER 2013

COUNTER SERVICE:

Total Income from Counter Service: \$ 14,285.13
 City's Share of Total Income: \$ 13,421.48

ITEMS	TOTAL FUNDS COLLECTED	CITY'S SHARE
DOGS		
LATE FEE	\$ -	\$ -
TAG		
2 IMPOUNDMENT	\$ 50.00	\$ 50.00
S/N NYS SURCHARGE \$ 1.00	\$ 44.00	\$ -
44 LICENSES S/N	\$ 484.00	\$ 484.00
11 LICENSES UN S/N	\$ 275.00	\$ 275.00
LICENSES NO FEE	\$ -	\$ -
US/UN NYS SURCHARGE \$ 3.00	\$ 33.00	\$ -
DOG ADJUSTMENT	\$ -	\$ -
	<u>\$ 886.00</u>	<u>\$ 809.00</u>
BINGO		
GAMES		
5 RECEIPTS	\$ 19.38	\$ 19.38
	<u>\$ 19.38</u>	<u>\$ 19.38</u>
GAMES OF CHANCE/BELL JAR		
RECEIPTS		
GAMES	<u>\$ -</u>	<u>\$ -</u>
MARRIAGES		
11 LICENSES	\$ 440.00	\$ 192.50
	<u>\$ 440.00</u>	<u>\$ 192.50</u>
OTHER ITEMS		
MISC ITEMS(Notary fee,photo copies,etc.)	\$ 87.25	\$ 87.25
154 MISC CERTIFICATES	\$ 1,540.00	\$ 1,540.00
12 CERT OF OCCUPANCY	\$ 280.00	\$ 280.00
11 BUILDING PERMITS	\$ 7,949.00	\$ 7,949.00
BUILDING PERMIT FEES (LATE)	\$ 130.00	\$ 130.00
SECOND HAND DEALERS PERMIT		\$ -
TRUSS ID		\$ -
Z.B.A. APPLICATIONS		\$ -
TRAILER PARK PERMITS		\$ -
AMUSEMENT DEVICE LICENSES		\$ -
EXCAVATION PERMITS	\$ -	\$ -
TAXI BUSINESS		\$ -

ITEMS	TOTAL	
	FUNDS COLLECTED	CITY'S SHARE
LATE FEES (CLERK)		
18 DEED REC. FEE	\$ 540.00	\$ 540.00
DEED COPIES		
FILING FEE (SUB DIV MAPS)		
TAXI DRIVER		\$ -
2 TAXI VEHICLES	\$ 40.00	\$ 40.00
3 SIGN PERMIT	\$ 175.00	\$ 175.00
1 SITE PLAN	\$ 1,000.00	\$ 1,000.00
1 CONDITIONAL USE PERMIT	\$ 100.00	\$ 100.00
MINOR PLAT	\$ -	\$ -
MAJOR PLAT		\$ -
SEWER PERMIT		\$ -
TENT PERMIT	\$ -	\$ -
WOOD STOVE PERMIT		\$ -
SOLICITOR LICENSE		\$ -
ADDITIONAL SALESPERSON		\$ -
1 SPECIAL EVENTS	\$ 25.00	\$ 25.00
ANIMAL CONTROL		\$ -
4 ALARM	\$ 470.00	\$ 470.00
GARBAGE		\$ -
JUNK	\$ -	\$ -
SUBDIVISION APPL. (Waiver of Non-appli)	\$ -	\$ -
ZONE CHANGE APPLICATION	\$ -	\$ -
USE VARIANCE		\$ -
1 AREA VARIANCE	\$ 50.00	\$ 50.00
	<u>\$ 12,386.25</u>	<u>\$ 12,386.25</u>

MADISON COUNTY LANDFILL

41 CARDS	\$ 553.50	\$ 14.35
	<u>\$ 553.50</u>	<u>\$ 14.35</u>

GRAND TOTALS \$ 14,285.13 \$ 13,421.48

DISBURSEMENTS

CITY CHAMBERLAIN	\$ 13,421.48
MADISON CO. TREAS.-LANDFILL	\$ 539.15
NYS DEPT. OF HEALTH	\$ 247.50
STATE COMPTROLLER - BELL JAR	
STATE COMPTROLLER-BINGO	
NYS DOG SURCHARGE	\$ 77.00
NYS COMPTROLLER G	
TOTALS	<u>\$ 14,285.13</u>

13 DEATHS RECORDED
30 BIRTHS RECORDED
15 HANDICAPPED PARKING PERMITS

RESPECTFULLY SUBMITTED,

SUE PULVERENTI - CITY CLERK

CITY OF ONEIDA

DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE

Kevin Salerno, *Chief*



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

Oneida Fire Department Monthly Report

SEPTEMBER 2013

**Oneida Fire Department
Monthly Call Totals**

TYPE OF CALLS REPORT

NUMBER OF
CALLS

FOR THE MONTH OF

September-13

Fire	7
Rescue	116
Non-Fire	27
Total	150

OVERTIME PERIOD FROM 8/25/2013 THRU 9/21/2013

	September	YTD
Fire	\$2,364.63	\$6,794.88
Rescue	\$401.53	\$3,571.49
Non-Fire	\$177.12	\$13,096.14
Total	\$2,943.28	\$23,462.51

	September	YTD
Short Shifts	\$2,567.40	\$47,528.22
Illness	\$2,818.39	\$16,692.49
Military	\$6,856.17	\$26,091.68 (Flood)
Bereavement	\$3,060.91	\$9,748.41
Training	\$167.16	\$1,499.84
Repairs	\$269.16	\$2,031.88
Fire Prevention	\$8,883.02	\$110,531.14
Total:		

COMPARISON OF CALLS TOTAL OVERTIME FOR 2013 YTD \$133,993.64

This is a comparison of calls 2012 vs. 2013 as of the last day for the reported month.

	2011	2012	2013	
Calls:	1413	1517	1429	-88
Fire:	40	46	47	1
Rescue:	1072	1171	1223	52
Non-Fire:	301	300	277	-23
Multiple Alarms:	226	285	261	-24

CITY OF ONEIDA

DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE

Kevin Salerno, *Chief*



109 North Main Street
PO Box 550
Oneida, New York 13421-0550
TEL: 315-363-1910
FAX: 315-363-3437

October 22, 2013

Mayor Smith,

During the process of figuring out what reports are submitted to you and the council from the fire department, a discrepancy was found in the last report submitted to you by the former chief. I wanted you all to have the correct numbers, so enclosed is the corrected August report. I have enclosed the July report to make it easier to see the discrepancy. If you notice the short shift year to date amount in July's report, it was at \$40,091.19. In the August report, the short shift year to date amount dropped to \$26,091.68. It appears numbers were transposed from the "flood" line in the August report to the "short shift" line in the same report.

This error also caused the 2013 year to date overtime to go from \$114,054.11 in the July report down to \$103,215.76 in the August report. The actual August year to date amount is \$122,167.35. So to follow the corrected reports, the one labeled "July" is correct and just submitted as a starting point. The "August" report labeled "submitted by Chief Myers" is the report with the discrepancies and the "August" report labeled "corrected" is what the numbers actually are. If anyone has any questions they can contact me.

Chief Salerno

TYPE OF CALLS REPORT

Oneida Fire Department
Monthly Call Totals

NUMBER OF
CALLS

FOR THE MONTH OF

July-13

Fire	7
Rescue	150
Non-Fire	34
Total	191

OVERTIME PERIOD FROM 6/30/2013 THRU 7/27/2013

	July	YTD
Fire	\$628.48	\$4,068.02
Rescue	\$601.39	\$3,087.82
Non-Fire	\$348.37	\$12,383.85
Total	\$1,578.24	\$19,539.69

	July	YTD
Short Shifts	\$9,461.90	\$40,091.19
Illness	\$1,345.48	\$12,698.66
Military	\$286.44	\$6,121.97
Bereavement		\$2,372.85
Training	\$75.88	\$6,498.68
Repairs		\$1,167.06
Fire Prevention	\$95.31	\$1,762.72
Total:	\$11,265.01	\$70,713.13

COMPARISON OF CALLS TOTAL OVERTIME FOR 2013 YTD **\$114,054.11**

This is a comparison of calls 2012 vs. 2013 as of the last day for the reported month.

	2011	2012	2013	
Calls:	1078	1155	1251	96
Fire:	35	34	33	-1
Rescue:	826	902	987	85
Non-Fire:	217	219	231	12
Multiple Alarms:	165	217	215	-2

Oneida Fire Department
Monthly Call Totals

TYPE OF CALLS REPORT

NUMBER OF CALLS

FOR THE MONTH OF

August-13

Fire 7
Rescue 148
Non-Fire 23

Total 178

OVERTIME PERIOD FROM 6/30/2013 THRU 7/27/2013

	August	YTD
Fire	\$362.23	\$4,430.25
Rescue	\$82.14	\$3,169.96
Non-Fire	\$535.17	\$12,919.02
Total	\$979.54	\$20,519.23

	August	YTD
Short Shifts	\$4,869.62	\$26,091.68
Illness	\$1,175.44	\$13,874.10
Military	\$734.20	\$6,856.17
Bereavement/Flood		\$26,091.68
Training	\$188.82	\$6,687.50
Repairs	\$165.62	\$1,332.68
Fire Prevention		\$1,762.72
Total:	\$7,133.70	\$82,696.53

COMPARISON OF CALLS TOTAL OVERTIME FOR 2013 YTD **\$103,215.76**

This is a comparison of calls 2012 vs. 2013 as of the last day for the reported month.

	2011	2012	2013	
Calls:	1246	1348	1429	81
Fire:	38	42	40	-2
Rescue:	949	1042	1135	93
Non-Fire:	259	263	254	-9
Multiple Alarms:	200	260	243	-17

Submitted by Chief Myers

**Oneida Fire Department
Monthly Call Totals**

TYPE OF CALLS REPORT

NUMBER OF
CALLS

FOR THE MONTH OF

August-13

Fire	7
Rescue	148
Non-Fire	23
Total	178

OVERTIME PERIOD FROM 7/28/2013 THRU 8/24/2013

	August	YTD
Fire	\$362.23	\$4,430.25
Rescue	\$82.14	\$3,169.96
Non-Fire	\$535.17	\$12,919.02
Total	\$979.54	\$20,519.23

	August	YTD
Short Shifts	\$4,869.62	\$44,960.82
Illness	\$1,175.44	\$13,874.10
Military	\$734.20	\$6,856.17
Bereavement/Flood		\$26,091.68
Training	\$188.82	\$6,687.50
Repairs	\$165.62	\$1,332.68
Fire Prevention		\$1,762.72
Total:	\$7,133.70	\$101,565.67

COMPARISON OF CALLS TOTAL OVERTIME FOR 2013 YTD \$122,167.35

This is a comparison of calls 2012 vs. 2013 as of the last day for the reported month.

	2011	2012	2013	
Calls:	1246	1348	1429	81
Fire:	38	42	40	-2
Rescue:	949	1042	1135	93
Non-Fire:	259	263	254	-9
Multiple Alarms:	200	260	243	-17

Corrected "August" report

CITY OF ONEIDA

DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE

FIRE MARSHAL'S OFFICE

Timothy S. Cowan, *Fire Marshal*



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

FIRE MARSHAL MONTHLY REPORT SEPTEMBER 2013

TITLE / NAME	TOTAL HOURS
FIRE MARSHAL COWAN	30
ASST. FIRE MARSHAL FIELDS	17.5
INSPECTOR BALL	3
INSPECTOR CAVANAGH	0
INSPECTOR HOFFMAN	1
INSPECTOR RELYEA	7
INSPECTOR WALKER	6.5
FIREFIGHTERS	13.5
TOTAL OFFICE HOURS	78.5

OFFICE BREAKDOWN	TOTAL INSPECTIONS
BUSINESS INSPECTION	1
BUSINESS REINSPECTION	4
BUSINESS C OF C	4
PUBLIC ASSEMBLY INSPECTION	3
PUBLIC ASSEMBLY REINSPECTION	0
PUBLIC ASSEMBLY C OF C	0
OPERATING PERMITS	0
SOLID FUEL BURNING DEVICE	3
ORDER TO VACATE	0
VACANT PLACARDS	2
COMPLAINTS	1
NO SHOW	0

OFFICE BREAKDOWN CONT.	TOTAL HOURS
MEETINGS / CODES SCHOOL	8 HOURS
PLAN REVIEW	1 HOURS
MISCELLEANOUS	7 HOURS
FIRE INVESTIGATION	13.5 HOURS
FIRE PREVENTION	16.5 HOURS

FIRE MARSHAL'S ACTIVITIES

- This month began the building and preparation of the 2 sprinkler burn pods for fire prevention. On October 12, 2013 we will perform a demonstration showing the importance of smoke alarms and fire sprinklers. Lots of prep work has to be done ahead of time.**
- This month there was 3 structure fires; 426 Scononoda St., Main St., and Lenox Ave. Fire investigation for all fires was conducted. I conducted an intervention with the mother and child for the Lenox Ave. fire. Other investigation reports were finalized from the previous month's fires.**
- We are focusing on getting all of the Places of Public Assembly inspected. These occupancies are required to be inspected annually.**
- Still working on Vacant property identification and placarding.**

CITY OF ONEIDA

DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE

Gregg Myers, *Chief*



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

Fire Department Revenue- September, 2013

Alarm Permits:	\$11220.00	Collected to 9/30/2013
Solid Fuel Burning Permits:	\$180.00	
Tent Inspections:	\$0	
Fire/Housing Inspections:	\$18250.00	billed as of 9/30/2013*
Collected:	\$13300.00	as of 9/30/2013

**relevey notices sent 10/1/2013 for any invoices not paid by 9/30/2013*

2013 Inspections- Housing

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Insp *	18	54	44	76	75	41	44	34	110				496
Reinsp *	30	17	23	35	36	24	22	26	26				239
Comp	4	2	2	9	8	3	4	5	9				46
3+ fam	2	7	2	11	7	2	3	3	5				42
No Shows	3	4	2	4	3	1	3	5	4				29

* # of units

2013 Fire Inspections

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Commercial	7	6	6	9	4		1	3					36
Pub Assembly	2	3	4	5	1	1	1	3	4				24
Educational			1	0	1			1					3
Total:	9	9	11	14	5	1	2	7	4				62

CITY OF ONEIDA

DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE

Kevin Salerno, *Chief*



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

Oneida Fire Department Monthly Report

OCTOBER 2013

CITY OF ONEIDA

DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE

Gregg Myers, *Chief*



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

Fire Department Revenue- October, 2013

Alarm Permits:	\$11220.00	Collected to 10/31/2013
Solid Fuel Burning Permits:	\$0	
Tent Inspections:	\$0	
Fire/Housing Inspections*:	\$19470.00	billed as of 10/31/2013
Collected:	\$16150.00	as of 10/31/2013

**levy notices sent 10/1/2013 for any invoices not paid by 9/30/2013*

2013 Inspections- Housing

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Insp *	18	54	44	76	75	41	44	34	110	36			532
Reinsp *	30	17	23	35	36	24	22	26	26	102			341
Comp	4	2	2	9	8	3	4	5	9	4			50
3+fam	2	7	2	11	7	2	3	3	5	5			47
No Shows	3	4	2	4	3	1	3	5	4	1			30

* # of units

2013 Fire Inspections

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Commercial	7	6	6	9	4		1	3					36
Pub Assembly	2	3	4	5	1	1	1	3	4				24
Educational			1	0	1			1					3
Total:	9	9	11	14	5	1	2	7	4				62

Oneida Fire Department
Monthly Call Totals

October-13

TYPE OF CALLS REPORT

TYPE OF CALLS	NUMBER OF CALLS
Fire	4
Rescue	122
Non-Fire	23
Total	149

FOR THE MONTH OF

OVERTIME PERIOD FROM 9/22/2013 THRU 10/19/2013

	October	YTD
Fire	\$345.72	\$7,140.60
Rescue	\$246.42	\$3,817.91
Non-Fire	\$893.40	\$13,989.54
Total	\$1,485.54	\$24,948.05

	October	YTD
Short Shifts	\$9,573.49	\$57,101.70
Illness	\$3,658.11	\$20,350.61
Military/P.L.	\$284.52	\$7,140.69
Bereavement		\$26,091.68 (Flood)
Training	\$1,118.13	\$10,866.54
Repairs	\$81.07	\$1,580.91
Fire Prevention	\$676.00	\$2,707.87
Total:	\$15,391.32	\$125,922.46

COMPARISON OF CALLS TOTAL OVERTIME FOR 2013 YTD \$150,870.50

This is a comparison of calls 2011 vs. 2013 as of the last day for the reported month.

	2011	2012	2013
Calls:	1577	1693	1429
Fire:	44	49	51
Rescue:	1190	1316	1345
Non-Fire:	343	328	300
Multiple Alarms:	250	312	274
			-264
			2
			29
			-28
			-38

CITY OF ONEIDA

DEPARTMENT OF PUBLIC SAFETY
BUREAU OF FIRE

FIRE MARSHAL'S OFFICE

Timothy S. Cowan, *Fire Marshal*



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

FIRE MARSHAL MONTHLY REPORT OCTOBER 2013

TITLE / NAME	TOTAL HOURS
FIRE MARSHAL COWAN	17.5
ASST. FIRE MARSHAL FIELDS	9
INSPECTOR BALL	8.5
INSPECTOR CAVANAGH	0
INSPECTOR HOFFMAN	15
INSPECTOR RELYEA	5
INSPECTOR WALKER	10.5
FIREFIGHTERS	31
TOTAL OFFICE HOURS	96.5

OFFICE BREAKDOWN	TOTAL INSPECTIONS
BUSINESS INSPECTION	2
BUSINESS REINSPECTION	3
BUSINESS C OF C	2
PUBLIC ASSEMBLY INSPECTION	1
PUBLIC ASSEMBLY REINSPECTION	4
PUBLIC ASSEMBLY C OF C	3
OPERATING PERMITS	0
SOLID FUEL BURNING DEVICE	2
ORDER TO VACATE	0
VACANT PLACARDS	0
COMPLAINTS	1
NO SHOW	0

OFFICE BREAKDOWN CONT.	TOTAL HOURS
MEETINGS / CODES SCHOOL	3 HOURS
PLAN REVIEW	8 HOURS
MISCELLEANOUS	2.5 HOURS
FIRE INVESTIGATION	1 HOURS
FIRE PREVENTION	25.5 HOURS

FIRE MARSHAL'S ACTIVITIES

- **This month contained Fire Prevention Week and was extremely busy. Fire Prevention Officer's Hoffman and Krol, with the help of firefighters on duty visited all of the elementary schools and delivered our annual fire prevention program. All of the students were given fire prevention materials to take with them. Once again, everyone did a great job!**
- **A sprinkler demonstration was put on at the fire station to show the importance of smoke detection and fire sprinklers. Two "Pods" were built by firefighters, one with fire sprinklers and one without. Both pods were started on fire at separate times. The time to flashover for the non sprinkler pod was 57 seconds. The time to sprinkler activation was around 35 seconds. The event was well attended (approx. 75 people). A great job was done by all!**
- **For the next few month's we will be finishing inspections on Places of Public Assembly which are required to be inspected annually.**
- **Attended the public hearing and presented to the council evidence for demolition at 210 Liberty Street.**
- **Plan review and meetings were conducted for All Seasonings expansion, HP Hood expansion, and MEID development on Fitch St. and West Elm St.**