

City Council Finance Committee Meeting Notes

Tuesday, May 27, 2014

7:00PM

Hurley Building

Present: Finance Committee members: Taylor, Terwilliger, White
Council members: Boni, Bucci, Cutri, Mayor Polimeni
City Staff: Clerk/Treasurer Abdallah, Public Works Director Sprague, City Attorney Smith, Fire Chief Marentette

1. 2013 Audit Report – Toski & Co., P.C.

Joseph Kehm, auditor with Toski & Co., gave a preliminary 2013 City of Canandaigua audit report, covering all City funds. Kehm reported no journal entries (no system control issues), no material weaknesses, and no significant deficiencies. The management letter contained no current issues to be addressed. All past management issues have been addressed, and the issues raised by the recent NYS Comptroller's Office audit are being addressed. Mr. Kehm also reported a clean Federal audit relative to the CDBG grant program and a clean NYS audit relative to the CHIPS program. Mr. Kehm reported that the City is operating with a healthy margin, and compared to three other NYS cities of comparable size audited by Toski, the City of Canandaigua has the highest net equity. All in all, a very successful audit.

Action Taken: No action needed as this was an information-only topic. Mr. Kehm will give his final audit report at the June 5 City Council meeting.

2. Assistant Aquatics Supervisor

Public Works Director Sprague proposed creating this new position which would be filled with an adult vs. a high school or college student, the latter being the current practice. The position would include additional responsibilities, including supervisory. Beach staff head count would remain constant by not filling one of the senior lifeguard positions. Pay rate is proposed to be \$13.50/hour. Associated additional cost will be modest and can easily be absorbed in the budget.

Action Taken: Committee agreed 4:0 to recommend to Council, in the form of a resolution, that the new position be authorized.

3. CFD Captains

Volunteer firefighters Bob Palumbo, John Thompson, and Dave Dorn addressed the Committee and made a case for restoring the 4 captain positions that were eliminated in the 2010 staff reduction. The justification included 1) creating a reporting/supervisory structure in a department consisting of 9 career and 29 volunteer firefighters plus the chief; 2) assigning administrative responsibilities for looking after the facilities, equipment, communications, and EMS; and 3) aligning captain responsibilities with incident command in fire scene situations in which the Chief is not available. Chief Marentette provided his perspective during the presentation and following discussion

with Committee/Council members. Compensation of about \$6K/year/captain, the compensation in place when the positions were eliminated, was suggested.

Committee/Council opinions were divided between full support on one end and the expectation that such duties should be performed with no additional pay or title on the other end.

Action Taken: Committee tabled the proposal until the June Finance Committee meeting at which time staff will review the reporting structure in the Police and Public Works Departments and the associated pay differential assigned to supervisory positions in order to put the CFD proposal into perspective. Staff was also asked to prepare a summary of specific duties that might be assigned to the proposed caption positions as well as future projections of CFD annual costs with and without the captain positions.

4. Contract to Perform Sewer Inspections

Public Works Director Sprague reviewed the 2 bids received for performing the budgeted television camera sewer inspections for 2014. He proposed acceptance of the low bid of \$16,238.75 from Jamko Industrial Solutions, Lyons, NY. Budget for this 2014 project is \$17K.

Action Taken: Committee agreed 4:0 to recommend to Council, in the form of a resolution, that a contract be executed with Jamko Industrial Solutions for this work.

5. Surplus Equipment

Public Works Director Sprague presented a list of used/unwanted City equipment and vehicles and proposed that they be declared surplus and be disposed of via trade-in, sealed bids, and/or public auction.

Action Taken: Committee agreed 4:0 to recommend to Council, in the form of a resolution, that the property be declared surplus and disposed of as describe above.

The meeting was adjourned at 8:50PM. The next meeting is scheduled for Tuesday, June 24 at 7:00PM at the Hurley Building.

Respectfully submitted,

James Terwilliger
Finance Committee Chair