

CITY OF OGDENSBURG, NEW YORK

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Office of the City Manager

MEMO TO: City Council
FROM: Sarah Purdy, City Manager *SP*
DATE: October 10, 2019
SUBJECT: Update 19/35

PLANNING UPDATE

Please find attached an update from Andrea Smith.

FIRE DEPARTMENT UPDATE

Please find attached the September monthly update from Chief Mike Farrell.

PARKS AND RECREATION UPDATE

OVERTIME - The following is a breakdown of overtime for the department's full-time staff for September:

-Stand-by (straight-time): 0 hours

-Overtime (other): 18.75 hours (flags at half mast, rink work, SLC Tax Sale coverage)

DOBISKY ROOM USAGE – Below are hours used at the Dobisky Center for the month of September:

Paid Large Room – 20.5 hours

Paid Small Room – 15 hours

Paid Both Rooms – 0 hours

Non-Profit Use – 85 hours

ARENA EVENTS –

- The St. Lawrence County Tax Sale took place at the Lockwood Arena with a pre-sale meeting on Sept. 3 followed by the actual sale on Sept. 14.
- Claxton-Hepburn Medical Center hosted a Family Wellness Day at the rink on Sept. 22
- The City Chamber hosted its Ogtoberfest there on Sept. 28.

LOCKWOOD ARENA ICE – In coordination with Ogdensburg Minor Hockey and the Ogdensburg Figure Skating Club, the department will be painting the lines and making ice this week. Tentative plans are to open the arena to rentals on Oct. 14. Staff have been working on preparing the arena for the winter season along with their current duties.

The department is taking ice rentals and will soon begin to advertise and promote the ice for use. Public skating is tentatively scheduled to begin in November. The department is slated to hold the first Rock & Skate of the season on Nov. 2.

SOCCER & FOOTBALL FIELDS – Department staff continue to mow and line soccer fields at Montroy Park, Park Street and Father Martin Fields. A football field is being maintained at Montroy Park as well.

NEW BENCH INSTALLED – Department staff installed a new bench at Library Park donated by Marcel Thibert and his family in honor of Jeanine Thibert. DPW poured the pad for the bench.

FALL/WINTER PROGRAMS - The department has finalized its fall/winter programs and registration will begin on Monday, Oct. 7, Monday through Friday from 8 a.m. to 4 p.m. at the Dobisky Visitors’ Center, 100 Riverside Ave. The department has dropped off brochures to the city elementary schools and it will be promoted in news and social media.

The programs are listed below:

- Bidy Basketball, a basketball program held at Ogdensburg Free Academy for both boys and girls in grades K-6, is on Saturdays beginning Dec. 7 and ending Feb. 1. The schedule is as follows: 8-9 a.m. for youth in grades kindergarten to second; 9-10 a.m. for grades 3-4; and 10-11 a.m. for grades 5-6. Thanks to a donation from “The Freddie” basketball tournament committee, all youth interested will be able to participate for free. However, ALL youth must be registered in order to participate.
- Introductory gymnastics for youth, ages 4-7 and 8-11 will be held on Saturdays, beginning on Nov. 2 and ending Dec. 7. Times for those ages 4-7 will be 9-10 a.m. while those 8-11 years of age will participate from 10-11 a.m. The 6-week program is held at the Kennedy Elementary School gymnasium. Cost is \$15 per child.
- Sunday Family Swim is held from 1-3 p.m. at Ogdensburg Free Academy’s pool beginning on Jan. 5 and ends March 1. This program is free and for the general public.

PUBLIC WORKS UPDATE

Overtime

- For the month of September.
 - Sewer Beepers (RC) – 60 hours @ Straight Time
 - On-call Supervision (RC) – 10 hours @ Straight Time
 - WWTP (RC) – 60 hours @ Straight Time
 - Landfill - 40 hours
 - *Water & Sewer* – 28.75 hours
 - *Negotiation* 3 hours

RC = 130.00 hours

Other = 71.71 hours

WFP Update

- Filter cleaning is back on an every other week cleaning schedule.

Equipment

-

Road Cuts / Pot Holes

- Completed all outstanding road cuts and now repairing pot holes.

Paving / Milling / Streets

- Paving is completed.

Sidewalks

- Sidewalk work is completed for the year.

Water / Sewer

- Performing water and sewer services as they arise and repairing catch basins.

Brush Pickup / Landfill Operations

- October 6th was first day to start putting brush out. We will begin pickup around November 1st.

Storm Drops / Cleaning Sewer Mains

- The Vactor crew cleaned the 1st, 2nd, 3rd, and 4th ward storm sewers completing the fall sewer cleaning list.

Mowing / Trimming

- Mowing city properties and weed ordinance when they arise.

MEMORANDUM

TO: Sarah Purdy, City Manager
CC: Coralee Barrett
FROM: Andrea Smith, AICP
Director of Planning and Development
DATE: October 9, 2019
SUBJECT: **Planning Department Update**

1. Worked with the Ogdensburg Growth Fund and St. Lawrence County IDA to support business expansion. The Growth Fund has secured \$250,000 from Northern Border Regional Commission for the purpose of expanding low interest lending opportunities within Ogdensburg.
 - a. Canexsys Networks Inc., Building 11 Commerce Park: created 10 new jobs
 - b. BlastBoss, Inc., 1800 Ford Street: Corning sold this property to BlastBoss Inc. responsible for 8 new jobs
 - c. Ansen Corporation, 830 Proctor Ave: Ansen is an electronic manufacturer specializing in circuit board assembly. The facility underwent a 40,000 SF expansion to include upper level electronics assembly, including Ephesus Lighting. This expansion created 45 new jobs in addition to the 200 previously employed by the company in 2015.
 - d. North American Forest Group, Inc.: Recently acquired the former ACCO property located at 263 Acco Drive. The 143,000 SF former manufacturing site lay vacant until November 2018 when NAFG Inc. acquired it and will be using the property as a sawmill/wood products warehousing and distribution facility. Over the next two years the business plans provide 20 new jobs.
2. Secured \$1 Million from Empire State Development, Restore NY to rehabilitate the former Newell Manufacturing site. This is a unique opportunity to attract business/industrial users to the City's downtown and waterfront area.
 - a. National Grid funding up to \$300,000 has been secured for this project to assist with asbestos abatement and demolition components of this project.
 - b. The St. Lawrence County IDA is partnering on this project to provide upfront and gap financing.
 - c. The goal of this renovation is to rehabilitate the 64,000 SF facility to "shovel ready" condition.
3. The City has been awarded \$375,000 through State and Municipal Facilities (SAM) Program, for improvements to water infrastructure along Ford Street Extension and at the former Diamond National Site in support of business development opportunities.
4. Pending CFA Grant Application – The City is seeking \$175,000 through Empire State Development conduct an economic assessment of the last 5-years to identify growth markets and identify strategies that capitalize on those sectors, with emphasis on recreational assets

that may contribute to a stronger recreation based-economy.

- a. Emphasis has been placed on assessing how the Lockwood Arena could be better utilized and improved as an anchor institution in the City's downtown.
5. City successfully lobbied for, and received designation for all three of our Census tracts as Opportunity Zones. Opportunity Zones are the result of federal tax reform, the IRS created a new tool to incentivize development within low-income communities (based on census tract):
 - a. The legislation that created Opportunity Zones allows investors to defer (up to 9 years) paying tax on gains if those gains are invested in Qualified Opportunity Funds that in turn invest in economically distressed communities.
 - b. This is yet another tool in the toolbox that is available to developers who are looking to implement projects within Ogdensburg.
6. The City has submitted an application for the New York State DRI, a \$10 million initiative to support economic development of downtowns across NYS. Announcements are pending for the North Country Region.
 - a. The City's application focuses on a 167-acre downtown area at the confluence of the City's two river fronts that include the "Mariana District".
 - b. Projects within the application advance recommendations in at least one adopted community plan in one of the three focus areas:
 - i. Public projects that support and encourage private investment;
 - ii. Strengthen public private partnerships with cultural institutions;
 - iii. Incentivize private investment and mix-use development within downtown.
7. Secured \$290,000 through New York State's Zombie Property program
 - a. This funding has enabled the City to better understand and map property abandonment and vacancy city-wide.
 - b. It funded a part-time zombie property inspector who has since become a full-time employee of the Code Office.
 - c. This initiative is what paved the way for the City to prepare our successful application for designation as a New York State Land Bank.
8. Designation of Ogdensburg as 25th Land Bank in New York State (May 2018)
 - a. Secured \$600,000 in initial funding (November 2018)
 - b. Acquired 12 surplus, vacant residential properties in March 2019 from City.
 - c. Completed nine (9) demolitions;
 - d. Two additional demolitions are pending;
 - e. One rehab pending
9. Recipient of Empire State Development Restore New York, Round 4 in the amount of \$500,000 to complete the demolition of 17 Main Street and 420 Lafayette Street.
 - a. National Grid also provided funding for each of the demolitions through their Brownfield shovel ready program to offset costs associated with:
 - i. 17 Main Street – removal of unregistered petroleum bulk storage tanks
 - ii. 420 Lafayette Street – asbestos abatement
10. 102 Ford Street – Formerly a vacant space, now owned by Community Health Center of the North Country. This will be the 4th location in the North Country that will provide primary,

dental, behavioral, eye care, and pediatric services. The approved site plan indicates that the center will provide 40 jobs when it opens later this year.

11. Secured FEMA funding to address 2017 Flooding damage to Little Park and Paterson Street boat launches and the municipal boardwalk. Collective damages are estimated at \$806,592
 - a. Repairs to Little Park Boat Launch and shoreline are nearly complete.
 - b. Repairs to the Boardwalk are underway, and
 - c. Repairs to the Paterson Street Boat Launch are scheduled to begin within the next week.
12. \$500,000 in Community Development Block Grant Imminent Threat (CDBG IT) was secured to make repairs to the Caroline Street Traffic Circle and East River Pump Station.
 - a. Repairs to the Caroline Street Traffic Circle are expected to be completed within the next two-weeks.
 - b. Replacement of the East River Street pump station are on schedule with completed estimated in mid-November.
13. Completed reconstruction of Paterson Street, completed. This project widened the street and right-of-way to allow for easier passage of trucks to and from the Port of Ogdensburg and Hoosier Magnetics. Paterson Street is a primary truck route within the City that supports existing and future business expansion.
14. Secured \$100,000 to purchase new EMS vehicle for the Fire Department through the State and Municipal Facilities (SAM) Program.
15. Secured \$2,357,300 in Transportation Alternatives Program funding through DOT to extend the Maple City Trail over the Oswegatchie River via the railroad bridge.
 - a. 2016 - \$1,644,800
 - b. 2019 - \$712,500
 - c. These Federal funds will provide 80% project funding to extend the existing MCT across the Oswegatchie River and loop back to the City's waterfront via State Rt. 812 and State Street.
 - d. This loop will provide greater safety to trail users and will effectively double its length.
16. Issued 7 building permits for construction of new homes in the City (2018).
 - a. 2 new home permits have been issued in 2019, to date.
17. Sold 34 surplus properties.
18. 56 new trees have been planted over the last three years, and the City will celebrate our 26th consecutive year as a Tree City USA in April 2019.
19. Secured over \$150,000 in State and Municipal Facilities grant funding to replace windows at City Hall to improve energy efficiency.
20. Received \$150,000 from the New York State Office of Community Renewal to facilitate emergency repairs for elderly homeowners (age 60+) city-wide (July 2018).

- a. Program funding is limited to \$10,000 per property.
 - b. Eight (8) homeowners have received assistance to date.
21. City's Police Department has been awarded two State and Municipal Facilities (SAM) grants
- a. \$22,000 in support of the K-9 program.
 - b. \$125,000 in support of building improvements and the purchase of police vehicles.
22. After receiving funding in 2011 from NYS DOS to prepare a Brownfield Opportunity Area Plan for the City's waterfront brownfields, on August 22, 2016 the City's plan received designation by the Department of State.
- a. This plan provides the community with a roadmap for the redevelopment of our waterfront; and
 - b. This designation provides developers with added tax incentives for developing projects that align with and further the vision of the BOA plan.
 - c. The City has a CFA grant submitted for \$300,000 from DOS seeking pre-development BOA funding to develop & implement marketing strategies for catalytic brownfield sites as listed in the designated BOA plan.
23. The City is engaged in the Governor's 2019 REDI flood relief program and has submitted flood damaged areas for funding consideration, including repairs to the Oswegatchie Seawall.
24. Secured \$375,000 in NYS DOT Master Municipal Multi-Modal funding to complete repairs to the Lafayette/Spring Street Bridge.
- a. Repairs projected 2020-2021.
25. Partnered with the Fort Association to secure funding from NYS DOS to complete a Feasibility Study for a Visitor Interpretive Center.
- a. The final report was submitted to DOS in November 2018 and the Fort has already started to advance recommendations from this study.
 - b. The Fort also completed their long awaited public recreational trail system, which opened to the public in July 2018.

CC: FILE

City of Ogdensburg Fire Department

Monthly Fire Report for September 2019

		Fires	Ruptures No Fire	EMS	Hazardous Conditions	Service / Good Intent	False Alarms	Special Conditions	
# Calls	117	1-2 Family	1	0	31	0	15	1	0
		3+ Family	0	0	24	0	10	1	0
\$ of Fire Loss	\$0	Other Res.	0	0	4	0	0	1	0
		Commercial	0	0	9	0	6	2	0
Hrs. on Call	83.65	Vehicle	1	Fire only	Fire only	Fire only	Fire only	Fire only	Fire only
		Other / Outside	1	0	3	3	4	0	0
		Included Above	Mutual Aid Given				1		
		Total	3	0	71	3	35	5	0

Average Seconds from
Dispatch to arrival on scene

203.4

Inspections:

# of Inspections:	1	Category	Inspections	YTD Total
Hrs. on Insp:	1	Assembly-initial	0	52
		Business-initial	1	55
		Residential	0	0
		Assembly-reinsp.	0	19
		Business-reinsp.	0	26
		Other	0	0
		Total	1	152

Fire Prevention:

# of Fire Prevention Calls:	<u>1</u>
Hrs. of Fire Prevention:	<u>1</u>

Training Hours:

Shift	Current Year	Prior Year
Shift 1	84	114
Shift 2	107	235
Shift 3	90	92
Shift 4	76	98

Training Overtime:

Training Time Owed	
Current Year	Prior Year
261.75	190.75

Reimbursable Training Time Owed	
Current Year	Prior Year
365	465.25

Category	Months Total	Prior Year	YTD Total
Sick Leave	107	179.75	1614
W/C-207a	318	0	907.5
Training Overtime	89	59.25	829
Comp. Overtime	356	407.5	2535
Personal Leave	101	6.5	1220.25

Compensatory Overtime:

Comp. Time Owed

Current Year	Prior Year
4989.75	4738

Overtime: Hours Paid/Banked (Straight Time Equivalent)

Category	Months Total	Prior Year	YTD Total
Comp. Overtime	343	383.5	2308
Sick Leave	128.5	162	1242
Article 14d (cashout)	50	130	778.25
Add'l Manpower	25	26	449
Incident Holdover	7.5	0	91
HazMat	0	10.5	35.25
W/C-207a	60	0	545
Funeral Leave	0	0	0
Meeting/Hearing	0	0	8.5
Mutual Aid	0	0	8.5
Total	614	712	5465.5

Summary:

Category	Months Total	Prior Year	YTD Total
# Calls	117	121	1458
Fuel Used	144.6	182.1	1650.2
Miles Driven	948.5	2611	11578.5

Vehicle Info:

No.	Fuel Used	Mileage	Vehicle Repairs (Description)	Cost
CO1	11	118.3		
C2	17	442		
R1	0	4.4		
R31	22	62.1		
E1	21.2	88		
E2	0	0		
E3	73.4	229.7		
Q1	0	4		

Vehicle Accidents:

Special Activities:

Pump tests

Officer Signature: _____ **Date:** _____

Overtime Spending

2019 Monthly Overtime Tracking – Fire Department

Department	January	February	March	April	May	June
Monthly Budget*	\$6,666.66	\$6,666.66	\$6,666.66	\$6,666.66	\$6,666.66	\$6,666.66
Actual Spending	\$5,711.20	\$1559.14	\$504.18	\$3,313.65	\$1,345.56	\$3,964.51
Reimbursed OT coverage	0	0	0	0	0	0
Net OT Spending	\$5,711.20	\$1559.14	\$504.18	\$3,313.65	\$1,345.56	\$3,964.51
Better/Worse Vs Budget	\$955.46	\$5107.52	\$6162.48	\$3,353.01	\$5321.11	\$2,701.49
% YTD Vs Budget	7.0%	9.1%	9.7%	13.9%	15.5%	20.5%

Department	July 2012	August	September	October	November	December
Monthly Budget*	\$6,666.66	\$6,666.66	\$6,666.66	\$6,666.66	\$6,666.00	\$6,666.66
Actual Spending	\$7,919.68	\$14,223.59	\$9,210.41			
Reimbursed OT coverage	0	\$1406.09	0		0	0
Net OT Spending	\$7,919.68	\$12,817.50	\$9,210.41			
Better/Worse Vs Budget	(\$1253.02)	(\$6150.84)	(\$2,543.75)			
% YTD Vs Budget	30.4%	45.6%	58.9%			

*For now, divide yearly budget amount by 12.

**For an example to the above spending analysis, please see <http://annapolis.gov/upload/images/government/reports/overtime.pdf>

I also have 6 employees that are over 200 hours of back time on the books. This time is paid down to 200 hours on December 1st every year per the 2017-2019 contract. This totals 2019 Overtime thru September 30, 2019 at \$84,196.16 which is 103% of the 2019 Budgeted Overtime (\$80,000). In Comparison 2018 Overtime at 09/30/2018 was \$60,965.33 which is approximately 76.5% of the 2018 Budgeted Amount (\$79,741)

Be advised I have had 2 Firefighters and a Captain with On the Job injuries during structure Fires. Two have come back to work but probably will need surgery in the future. The 1 Firefighter had surgery and continues to rehab until they can return to work very shortly. The fires were all during the

summer months where all shifts were at minimum staffing therefore no one could be shifted to cut the shift shortage. Be advised all members have filed 207a benefits and the City should be reimbursed by the Workers Compensation Insurance for these three. Another Firefighter had been on FMLA and has used his 12 weeks of this time. Again, when down to minimum staffing there was no ability to shift employees to cover that.

I just wanted to give an update on the OT in 2019 as it is running above the norm without counting the Workers Comp reimbursement to offset some of the Overtime.

Chief Michael J Farrell