

CITY OF NORWICH
JOINT MEETING of the
PUBLIC SAFETY / PUBLIC WORKS and
FINANCE/PERSONNEL COMMITTEES
August 5, 2014

Present:

Ald. Bryan McCracken
Ald. Brian Doliver
Ald. John Deierlein
Ald. Walter Schermerhorn
Ald. Paul Laughlin
Ald. Thomas LoPiccolo

Also:

Director of Finance/City Clerk William Roberts
Director of Human Resources Deborah DeForest
Police Chief Joseph Angelino
DPW Superintendent Carl Ivarson
Fire Chief Tracy Chawgo
Community Development Specialist Todd Dreyer
Youth Bureau Director Robert Mason
EMO A. Jones
Deputy City Clerk Brian Drake
City Supervisor Robert Jeffrey

Absent:

None

Ald. Walt Schermerhorn called the joint meeting of the Public Works/Public Safety and Finance/Personnel Committees to order at 6:00 p.m. at the Council Chambers.

Approval of Minutes

Ald. Laughlin **moved** to approve the minutes of the Joint Committee meeting of July 1, 2014. Seconded by Ald. Deierlein, approved ayes all.

Department Head Reports

Police Police Chief Joseph Angelino explained that the computers, cabling, and tech equipment for networking at the police station is outdated and fails frequently during storms. Some years ago the Police Department entered into a shared-services agreement with Norwich School District in which the Department provides officers for school events and the School District provides IT services to the Department. The School District's IT experts have examined the situation and have provided a proposal to replace the Department's network. They will provide the labor through the shared-services agreement; equipment will cost approximately \$23,000. EMO A. Jones noted that when the police station was originally built, the Department had its own network and only one computer was online. Now most Department interaction with the State is conducted online and all computers must be connected. Director of Finance William Roberts stated that funds could be used from capital reserves for office equipment and computer systems development, which currently has over \$20,000, from Police capital reserves, which has approximately \$15,000, and municipal buildings and facilities, which has approximately \$6,000. Chief Angelino will provide a detailed report and proposal and a resolution at the Common Council meeting.

EMO EMO A. Jones reported that the County's emergency notification system, NYAlert, is outdated and the County has received grant funds to upgrade to HyperReach. This system will be able to contact cellphone users by using cellphone towers to reverse call all cellphones in contact with the tower. They are starting public education on the new system and urge people to sign up for it.

DPW

Replacement of Doors at Wastewater Treatment Plant DPW Superintendent Carl Ivarson reported that two doors at the wastewater treatment plant need to be replaced due to corrosion. He presented a proposal of \$9,175 from Richard W. Wakeman, Inc., for the replacement of the doors. This will be covered by a transfer from equipment reserves. Ald. Laughlin **moved** to recommend Council approve the proposal to replace two doors at the wastewater treatment plant and transfer of funds. Seconded by Ald. LoPiccolo, approved ayes all.

Pilot Filter C. Ivarson reported that the pilot filter project was not successful, with the last two results showing an extreme increase in manganese. Samples have been sent for additional lab testing.

Gas Line for City Pool C. Ivarson reported that when Kurt Beyer pool was renovated an electric heater for the pool was installed. Electric costs at the pool are now approximately \$1,000/month. He recommends the installation of a gas line to provide for natural-gas heating. An easement from one property owner will be required. Cost for installation of

the line will be approximately \$2,000. Ald. Deierlein asked if the electric heating system can be converted to gas. C. Ivarson said a new heating system will be a budget line item. Also, a small heater will be needed to protect the new filter room during cold weather. Ald. McCracken asked whether NYSEG could offer free service. C. Ivarson explained that this will require an entirely new line to be laid, it cannot be run off an existing line.

Surplus Equipment C. Ivarson presented a list of old equipment to be declared surplus for disposal, including obsolete samplers for which replacement parts are no longer available and the pickup truck that has been replaced. C. Ivarson also asked about disposing of computers that have recently been replaced. W. Roberts and Deputy Clerk Brian Drake explained that such equipment must be disposed of according to certain State requirements because they contain sensitive City data; the City is currently exploring how such disposal may be handled. Ald. McCracken **moved** to recommend Council declare old equipment surplus. Seconded by Ald. Deierlein, approved ayes all.

Digester Heaters C. Ivarson reported that a switcher for the digester heaters needs to be replaced at a cost of \$3,400. This will be a line-item expense.

Finance

Budget Transfer – Centennial Celebration Costs W. Roberts reported that costs for various Centennial celebrations had not been included in the 2014 budget, but that lower costs for fire/liability insurance will allow for funds to cover the cost of the July fireworks and music performance. Ald. Doliver **moved** to recommend the Council approve a budget transfer of \$5,000 to cover Centennial celebration costs. Seconded by Ald. LoPiccolo, approved ayes all.

Budget Transfer – WWTP Computer Upgrades W. Roberts reminded the Committees that in April they discussed the costs of replacing eight computers in the wastewater treatment plant. Ald. LoPiccolo **moved** to recommend Council approve a transfer of \$6,500 from Sewer Contingency to Sewer Administration – Equipment to cover the cost of new computers. Seconded by Ald. Laughlin, approved ayes all.

Budget Transfer – Labor Attorney Costs W. Roberts reported that this year has seen a significant increase in the need for labor attorneys for contract negotiations, arbitration fees, etc. A transfer of \$8,000 will be required to cover projected labor attorney costs. Director of Human Resources Deborah DeForest stated that another transfer will likely be required later in the year to cover additional costs for further arbitration fees, negotiations, and medical/legal issues. Ald. Laughlin **moved** to recommend Council approve a transfer of \$8,000 for labor attorney costs. Seconded by Ald. Dolliver, approved ayes all.

Budget Transfer – Unemployment Costs W. Roberts reported that higher than usual unemployment costs to the City will necessitate a transfer of funds. D. DeForest explained that the City is self-insured for unemployment costs, and while some years incur no such costs, others do. Ald. Deierlein **moved** to recommend Council approve a transfer of \$3,000 to cover unemployment costs. Seconded by Ald. McCracken, approved ayes all.

Other Items

Farmers Market Use of East Main Street Parking Lot Ald. Laughlin **moved** to recommend the Council approve the use of the East Main Street Parking Lot by the Farmers Market during Colorscape, as in past years. Seconded by Ald. Deierlein, approved ayes all.

Intermunicipal Services Agreement with Chenango County C. Ivarson reported that the City and County have been working on an intermunicipal services agreement for over a year now that codifies their relationship on the provision of City services in East and West Parks. The City mows and removes leaves and removes snow from the outside sidewalks from East Park, while the County does the same for West Park. The City Attorney has reviewed and approved the proposed contract.

Leasing Portion of City Parking Lot W. Roberts reported that Ruoha Chen, proprietor of the Norwich Buffet, currently under construction at 37 North Broad Street, has requested the use of a small portion of the City parking lot off Fair Street to house two dumpsters so that those dumpsters need not be located behind the First Baptist Church. W. Roberts asked whether the Committees are interested in pursuing a formal lease agreement with the restaurant to provide such use. C. Ivarson stated that the proposed area is where plowed snow is deposited. Ald. McCracken expressed concern at the possible high volume of garbage. Ald. Doliver asked if the City should approach the County, as the proposed area is behind the County building adjacent to the lot. The City will investigate further.

City Supervisor Robert Jeffrey expressed concern about the rundown appearance of several properties. He noted that the City has made great strides in improving many properties, and asked how such complaints should be handled, as these properties make a bad impression on visitors. Ald. LoPiccolo and Ald. Schermerhorn stated that complaints should be referred to the appropriate alderman, who will contact Code Enforcement, which has always responded promptly. Ald. McCracken asked if the Council hadn't approved an additional Code Enforcement Officer and Dog Warden in the current budget. D. DeForest stated that the Dog Warden was not approved and hours for the current part-time Code Enforcement Officer were cut back due to budget constraints, so that he is not able to patrol the City as frequently as in past years.

Executive Session Ald. Schermerhorn **moved** to enter executive session at 6:53 p.m. to discuss the financial and credit history of a particular corporation; to discuss the sale of real property where price may be affected; and to discuss the employment history of particular individuals. Seconded by Ald. Deierlein, approved ayes all.

Ald. Deierlein **moved** to exit executive session at 8:22 p.m. Seconded by Ald. McCracken, approved ayes all.

Adjournment

Ald. LoPiccolo **moved** to adjourn the meeting at 8:22 p.m. Seconded by Ald. Laughlin, approved ayes all.