Please Note - Agendas are subject to change

COMMON COUNCIL

AGENDA
September 16, 2014
7 p.m.

Call To Order

Pledge of Allegiance

Invocation

Approval of minutes of the regular meeting of August 19, 2014

Open Forum

Mayoral Appointment with Council Approval

- *Parks Commission, Kim Thompson, 32 Elm Street, for the remainder of a three-year term expiring December 31, 2015.*

Correspondence

- ♦ Pumpkin Fest – Bullthistle Farmers Market

Department, Board and Commission Reports

- ♦ Police Department Report of August 2014
- ♦ Water Commission Minutes of August 20, 2014
- ♦ Youth Board Minutes of September 3, 2014
- ♦ Youth Bureau Report of July/August 2014

Ward Reports

Motion

- ♦ Set Public Hearing – CDBG Loan/Grant

Resolutions

- ♦ Declaring Computer Equipment Surplus and Authorizing Disposal
- ♦ Authorizing Budget Transfer for Write-Offs of Uncollectable Balances
- ♦ Authorizing Budget Transfer for Purchase of Fire Truck
- ♦ Authorizing Increase in Budgeted Transfers to Capital Reserves from Wastewater Fund
- ♦ Authorizing Change Order – Elm Street Project
- ♦ Authorizing Amendment to Engineering Agreement – Wheeler Avenue Tank Replacement

Payment of September Bills

Adjournment

CORRESPONDENCE

Pumpkin Festival – Ald. ____________ **moved** to receive and approve a request from Ann Coe of B.I.D. to temporarily relocate the Bullthistle Farmers Market to the East Main Street parking lot during the annual Pumpkin Festival on October 4, 2014. Seconded by Ald. ____________, (approved / denied) __________.

MOTIONS

Mayoral Appointment with Council Approval – Parks Commission Ald. _____________ **moved** to approve the Mayor's appointment of Kim Thompson, 32 Elm Street, to the Parks Commission to fulfill a three-year term expiring December 31, 2015. Seconded by Ald. ________________, (approved / denied) ___________.

Set Public Hearing – CDBG Loan/Grant Ald. _____________ **moved** to set a public hearing at 7 p.m. on October 21, 2014, to receive public comment on the CDBG Small Business grant/loan awarded to Label Gallery, Inc. in September of 2013. Seconded by Ald. ____________, (approved / denied) __________.

Payment of September 2014 Bills Ald. _____________ **moved** to pay the September 2014 bills subject to proper audit and certification. Seconded by Ald. __________ and duly (adopted/defeated) ______.

RESOLUTIONS

RESOLUTION # - 2014 **DECLARING COMPUTER EQUIPMENT SURPLUS AND AUTHORIZING DISPOSAL**

Ald. ______________ introduced the following and **moved** its adoption:

WHEREAS, periodically certain obsolete electronic devices, computers, components, etc., are deemed to be surplus and of no material value to various departments of the City; and

WHEREAS, Chenango County now has an e-waste disposal facility to recycle at no charge such waste that is not allowed to be conventionally disposed under environmental regulations; and

WHEREAS, computerized equipment may contain sensitive information and

WHEREAS, the Joint Committees have made certain recommendations; now, therefore be it

RESOLVED, that e-waste and electronic items such as computers, monitors, printers, copiers, be and hereby are declared surplus as and when they become obsolete; and, further be it

RESOLVED, that the Director of Finance be and hereby is authorized to dispose of such equipment as is provided for by law and City security policies.

Seconded by Ald. ________, and duly (adopted / defeated), _______, on a roll call vote.

RESOLUTION # -2014 **AUTHORIZING BUDGET TRANSFER FOR WRITE-OFFS OF UNCOLLECTABLE BALANCES**

Ald. ____________ introduced the following and **moved** its adoption:

WHEREAS, the City of Norwich has certain uncollectable balances for the years 2004 through 2008; and

WHEREAS, budget transfers are required to accommodate the write-off of such balances; and

WHEREAS, the Joint Committees have made certain recommendations; now, therefore be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer of funds in the 2014 General Fund Budget:

From:

Account Number	Name	Amount
A1990.4	General Fund – Contingency	$5,700.00

To:

Account Number	Name	Amount
A1989.4	General Fund – Misc. Other Government Support	$5,700.00

Seconded by Ald. _____________, and duly (adopted / defeated), _______, on a roll call vote.

RESOLUTION # -2014 **AUTHORIZING BUDGET TRANSFER FOR PURCHASE OF FIRE TRUCK**

Ald. ____________ introduced the following and **moved** its adoption:

WHEREAS, the Common Council, by Resolution #13-2014 on March 4, 2014, authorized the purchase of a used fire truck for $48,500; and

WHEREAS, a down payment of $5,000 was made for the used fire truck; and

WHEREAS, the fire truck has been delivered and the balance of the purchase price is due; and

WHEREAS, the Joint Committees have made certain recommendations; now, therefore be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer of funds in the 2014 General Fund Budget:

From:

Account Number	Name	Amount
A1990.4	Insurance	$33,000.00
A1990.4	Contingency	8,000.00
A7510.4100	Historian – Other	2,000.00
A1680.2100	MIS – Equipment	500.00

To:

Account Number	Name	Amount
A3410.2100	Fire Department – Equipment	$43,500.00

Seconded by Ald. _____________, and duly (adopted / defeated), _______, on a roll call vote.

RESOLUTION #   -2014 **AUTHORIZING INCREASE IN BUDGETED TRANSFERS TO CAPITAL RESERVES FROM WASTEWATER FUND**

Ald. _________________ introduced the following and **moved** its adoption:

WHEREAS, it has been determined that there are substantial on-going long-range needs to provide for the upgrade of wastewater capital equipment and the replacement of outdated sanitary sewer and storm mains in future years; and

WHEREAS, the unappropriated fund balance of the Wastewater Fund has been augmented during recent years for the purpose of meeting such needs; and

WHEREAS, it is desired that Capital Reserves for such purposes be increased to help meet such needs as indicated above; and

WHEREAS, the Joint Committees have made certain recommendations; now, therefore be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following supplemental appropriation in the 2014 Wastewater Fund Budget:

From:

Account Number	Name	Amount
G909	Unreserved Unappropriated Fund Balance – Wastewater Fund	$500,000.00

To:

Account Number	Name	Amount
G9950.8340	Transfers to HR34 Mains Capital Reserves	$100,000.00
G9950.9	Transfers to HR42 Equipment Capital Reserves	300,000.00
G9950.8360	Transfers to HR43 Storm Sewers Capital Reserves	100,000.00
		$500,000.00

Seconded by Ald. _____________, and duly (adopted / defeated), _______, on a roll call vote.

<u>RESOLUTION #   -2014</u>   AUTHORIZING CHANGE ORDER – ELM STREET PROJECT

Ald. ____________ introduced the following and **moved** its adoption:

WHEREAS, a bid was awarded in March of 2014 to Burrell's Excavating Inc. of Norwich for the reconstruction of Elm Street infrastructure (the "Project"); and

WHEREAS, during the construction stage of the Project, a section of pipe collapsed, requiring additional work beyond the original project scope, incurring a cost increase of $3,700; and

WHEREAS, sufficient funds are available in the Sewer Fund operating budget line for Special Projects to cover the additional cost; now, therefore be it

RESOLVED, that a Change Order in the amount of $3,700 as an addition to the originally awarded Project be and hereby is approved.

Seconded by Ald. _____________, and duly (adopted / defeated), _______, on a roll call vote.

<u>RESOLUTION #   -2014</u>   AUTHORIZING AMENDMENT TO GHD ENGINEERING AGREEMENT – WHEELER AVENUE TANK REPLACEMENT

Ald. ____________ introduced the following and **moved** its adoption:

WHEREAS, the Common Council has authorized the engagement of GHD Consulting Engineers, LLC of Cazenovia, New York ("GHD"), for engineering services associated with the capital project for replacing the Wheeler Avenue water tank (the "Project"); and

WHEREAS, a first amendment to the original agreement amount of $165,200 was authorized in April of 2014 in the amount of $2,300 for the purpose of conducting borings and subsurface soil tests at the project site, increasing the total agreement amount to $167,500; and

WHEREAS, the preliminary results have tested positive for lead, which had been anticipated due to multiple tank repaintings over the past many years; and

WHEREAS, further soil testing is therefore required to provide adequate lead concentration data for consideration by contractors during prebid, soil management, and construction activities; and

WHEREAS, GHD has submitted a proposed second amendment to the agreement for associated engineering services in the amount of $5,000, increasing the total amount to $172,500; and

WHEREAS, there are sufficient funds provided in the Project budget to cover the increase, and the Joint Committees have made certain recommendations; now, therefore be it

RESOLVED, that the Mayor be and hereby is authorized to sign a second amendment to the agreement with GHD for additional services in the amount of $5,000, bringing the grand total authorized amount for engineering services to $172,500.

Seconded by Ald. _____________, and duly (adopted / defeated), _______, on a roll call vote.