Please Note - Agendas are subject to change

COMMON COUNCIL

AGENDA
March 25, 2015
7 p.m.

Call To Order

Pledge of Allegiance

Invocation

Approval of minutes of the regular meeting of February 17, 2015

Open Forum

Department, Board and Commission Reports

- Parks Commission Minutes of March 9, 2015
- Police Department Annual Report for 2014
- Police Department Monthly Report for February 2015
- Traffic Commission Minutes of February 11, 2015
- Water Commission Minutes of February 18, 2015
- Water Department Monthly Report for February 2015
- Youth Department Report for January-February 2015

Ward Reports

Resolutions

- Declaring Salvaged Items Surplus and Authorizing Disposal
- Awarding Bid – Liquid Chlorine & Hypochlorite
- Awarding Bid – 2015 Street Paving
- Awarding Bid – Firehouse Third Floor Modifications
- Redesignating Skateboard Park Capital Reserve Fund
- Supporting America's Best Communities Application
- Appointing Firefighter
- Authorizing Changes in Authorized Signatures for Banking Transactions with NBT Bank, N.A.
- Authorizing Changes in Authorized Signatures for Banking Transactions with Community Bank
- Authorizing Changes in Authorized Signatures for Banking Transactions with Key Bank
- Authorizing Changes in Authorized Signatures for Banking Transactions with M&T Bank
- Designating Authorized Representative to Execute Heritage Block GIGP Grant Agreement with Environmental Facilities Corporation
- Authorizing Local Match for Heritage Block GIGP Construction Grants

Payment of February Bills

Payment of March Bills

Executive Session (if needed)

Adjournment

CORRESPONDENCE

MOTIONS

Payment of February 2015 Bills Ald. _______________ **moved** that, based on the fact that the detailed February 2015 bill list has been completed and made available subsequent to last month's regular Council meeting, its prior payment approval be hereby ratified, subject to final audit and verification. Seconded by Ald. ____________ and duly (adopted / defeated), ________.

Payment of March 2015 Bills Ald. ______________ **moved** to pay the March 2015 bills after proper audit and certification. Seconded by Ald. ___________ and duly (adopted/defeated) _______.

RESOLUTIONS

RESOLUTION #   - 2015 **DECLARING SALVAGED ITEMS SURPLUS AND AUTHORIZING DISPOSAL**

Ald. _______________ introduced the following and moved its adoption:

WHEREAS, a property at 45 Silver Street is being renovated by the City of Norwich; and

WHEREAS, certain items within that property have been recovered during renovation; and

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

RESOLVED, that the salvaged items from 45 Silver Street, including but not limited to refrigerators, hot water tanks, bathtubs, stoves, ranges, and other appliances, be and hereby are declared surplus; and, further be it

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

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

RESOLUTION #   -2015 **AWARDING BIDS FOR CHLORINE SUPPLIES FOR WASTEWATER TREATMENT PLANT**

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

WHEREAS, bids have been received for Liquid Chlorine and Sodium Hypochlorite; and

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

RESOLVED, that the bid for the Liquid Chlorine & Sodium Hypochlorite be awarded to the lowest qualified bidders meeting specifications who are as follows:

Item	Bidder	Bid Amount
Liquid Chlorine 150# cylinders	Jones Chemicals Inc. Warwick, NY	$62/cylinder
Sodium Hypochlorite, 55 gal. drums	Amrex Chemical Co. Inc. Binghamton, NY	$0.95/gallon
Sodium Hypochlorite, bulk	Amrex Chemical Co. Inc. Binghamton, NY	$0.90/gallon

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

RESOLUTION # -2014 **AWARDING BID - 2015 GRINDING & PAVING PROGRAM**

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

WHEREAS, bids for the 2015 Street Rehabilitation Program were opened on February 25, 2015; and

WHEREAS, Delaware Engineering, the Department of Public Works, and the Joint Committees have made certain recommendations; now, therefore be it

RESOLVED, that the bid for the 2015 Grinding & Paving Program be awarded to the lowest qualified bidder meeting specifications, Suit-Kote, of Cortland, NY, in the base bid amount of $153,031.37.

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

RESOLUTION # -2015 **AWARDING BID –FIREHOUSE THIRD FLOOR MODIFICATIONS AND AUTHORIZING TRANSFER OF FUNDS**

Ald. _________ introduced the following and moved its adoption:

WHEREAS, Senator Libous has announced that the City will receive a grant award in the amount of $100,000 under the State and Municipalities Capital Program for the purposes of finishing work on the ceiling, floor, lighting and other items for the third floor of the firehouse; and

WHEREAS, associated project engineering services not to exceed $20,000 were authorized by Resolution #81-2014 on November 18, 2014; and

WHEREAS, two bids were received for a project for modifications to be made to the third floor of the Firehouse; now, therefore be it

RESOLVED, that the bid for modifications to be made to the third floor of the Firehouse be awarded to the lowest qualified bidder meeting specifications, Richard W. Wakeman, Inc., Sidney, NY, in the amount of $112,568.00.

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

RESOLUTION # -- 2015 **AUTHORIZING REDESIGNATION OF SKATEBOARD PARK CAPITAL RESERVE AND TRANSFER OF FUNDS**

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

WHEREAS, following the installation of skateboard park equipment at the Borden Avenue Skating Facility in the spring of 2003, the Common Council established a Skateboard Park Capital Reserve Fund through the adoption of Resolution #33-2003 on May 20, 2003; and

WHEREAS, residual funds in the amount of $37,147.44 remain from completing the construction of the original Skating Rink Capital Project and are no longer required for that purpose; and

WHEREAS, operational experience with the overall skating facility over the past several years has indicated that the provision of comprehensive funding for future maintenance and development of the entire facility, as well as the skateboard equipment portion, is a more appropriate purpose for such a capital reserve fund; and

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

RESOLVED, that the redesignation and renaming of the Skateboard Park Capital Reserve Fund as the Skating Facility Capital Reserve Fund, be and hereby is approved; and, be it further

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer of funds from the Skating Rink Capital Project Fund to the newly designated Skating Facility Capital Reserve Fund:

From:

Account Number	Name	Amount
H91-898	Capital Projects Fund – Skating Rink	$ 31,147.44

To:

Account Number	Name	Amount
HR18-898	Capital Reserves Fund – Skating Facility	$ 31,147.44

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

RESOLUTION # -- 2015 SUPPORTING AN APPLICATION OF COMMERCE CHENANGO TO THE AMERICA'S BEST COMMUNITIES CONTEST

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

WHEREAS, the City of Norwich is aware of Commerce Chenango's desire to apply to the America's Best Communities contest for funding support to establish a "makers' room" innovation center to support workforce and economic development in the greater Norwich area; and

WHEREAS, the proposed makers' room will provide high school students and young adults with the opportunity to interact with skilled professionals and trades people in applying STEM-based skills to real-world prototyping and product development projects; and

WHEREAS, the City of Norwich wishes to serve as the lead municipality for the contest application and to partner with the Town of Norwich in bringing the makers' room project to fruition; and

WHEREAS, Commerce Chenango's application is also supported by several local businesses acting as team partners; and

WHEREAS, the proposed contest application does not impose a financial obligation or matching requirement on the City of Norwich, and

WHEREAS, this resolution of support and the associated project action are appropriately classified as a Type 2 action under the applicable regulations of the New York State Environmental Quality Review Act (SEQRA), now, therefore be it

RESOLVED, that the City of Norwich hereby provides its support for the application of Commerce Chenango to the America's Best Communities contest and further agrees to serve as the lead municipality for the application.

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

RESOLUTION # –2015 APPOINTING FIRE FIGHTER IN THE NORWICH FIRE DEPARTMENT

Ald. _________ introduced the following and moved its adoption:

WHEREAS, a vacancy exists in the Norwich Fire Department, and;

WHEREAS, the Fire Chief has recommended a certain appointment to fill such vacancy; and

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

RESOLVED, that Kristen Smith of Cicero, NY, be and hereby is granted a permanent appointment as a fire fighter in the Norwich Fire Department, effective April 6, 2015; and, further be it

RESOLVED, that the foregoing appointment is contingent upon successfully passing the required medical and psychological examinations, background checks, and any action necessary from the Norwich Civil Service Commission.

Seconded by Ald. ________ and duly adopted, ayes all, on a roll call vote.

<u>RESOLUTION #   -2015</u> **AUTHORIZING CHANGES IN AUTHORIZED SIGNATURES FOR BANKING TRANSACTIONS WITH NBT BANK, N.A.**

Ald. _______________introduced the following and **moved** its adoption:

WHEREAS, the City of Norwich ("City") maintains several accounts with NBT Bank, N.A. of Norwich, New York ("Bank") as a designated official depository of the City; and

WHEREAS, the Director of Finance will be retiring on April 17, 2015, and a change in authorized signatures for the City's related transactions with the Bank will therefore be required to maintain uninterrupted continuity of operations; now, therefore be it

RESOLVED, that effective April 18, 2015, Mayor Joseph P. Maiurano and Finance Administrative Office Manager Deana D. DuFour, be and hereby are authorized to open depository and disbursement accounts, sign and endorse checks and orders for payment of money or otherwise withdraw or transfer funds, or enter into and execute Funds Transfer and/or ACH agreements with the Bank on behalf of the City; and further be it

RESOLVED, that this resolution supersedes all previous resolutions and any other actions designating authorized signatures for such transactions by the City with the Bank.

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

<u>RESOLUTION #   -2015</u> **AUTHORIZING CHANGES IN AUTHORIZED SIGNATURES FOR BANKING TRANSACTIONS WITH COMMUNITY BANK**

Ald. _______________introduced the following and **moved** its adoption:

WHEREAS, the City of Norwich ("City") maintains accounts with Community Bank, N.A., through its Norwich, New York branch ("Bank"), as a designated official depository of the City; and

WHEREAS, the Director of Finance will be retiring on April 17, 2015, and a change in authorized signatures for the City's related transactions with the Bank will therefore be required to maintain uninterrupted continuity of operations; now, therefore be it

RESOLVED, that effective April 18, 2015, Mayor Joseph P. Maiurano and Finance Administrative Office Manager Deana D. DuFour, be and hereby are authorized to open depository and disbursement accounts, sign and endorse checks and orders for payment of money or otherwise withdraw or transfer funds, or enter into and execute Funds Transfer and/or ACH agreements with the Bank on behalf of the City; and further be it

RESOLVED, that this resolution supersedes all previous resolutions and any other actions designating authorized signatures for such transactions by the City with the Bank.

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

RESOLUTION #   -2015 **AUTHORIZING CHANGES IN AUTHORIZED SIGNATURES FOR BANKING TRANSACTIONS WITH KEY BANK**

Ald. _______________introduced the following and **moved** its adoption:

WHEREAS, the City of Norwich ("City") maintains accounts with Key Bank National Association, through its Baldwinsville, New York branch ("Bank"), as a designated official depository of the City; and

WHEREAS, the Director of Finance will be retiring on April 17, 2015, and a change in authorized signatures for the City's related transactions with the Bank will therefore be required to maintain uninterrupted continuity of operations; now, therefore be it

RESOLVED, that effective April 18, 2015, Mayor Joseph P. Maiurano and Finance Administrative Office Manager Deana D. DuFour, be and hereby are authorized to open depository and disbursement accounts, sign and endorse checks and orders for payment of money or otherwise withdraw or transfer funds, or enter into and execute Funds Transfer and/or ACH agreements with the Bank on behalf of the City; and further be it

RESOLVED, that this resolution supersedes all previous resolutions and any other actions designating authorized signatures for such transactions by the City with the Bank.

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

RESOLUTION #   -2015 **AUTHORIZING CHANGES IN AUTHORIZED SIGNATURES FOR BANKING TRANSACTIONS WITH M&T BANK**

Ald. _______________introduced the following and **moved** its adoption:

WHEREAS, the City of Norwich ("City") maintains accounts with M&T Bank, through its Norwich, New York branch ("Bank"), as a designated official depository of the City; and

WHEREAS, the Director of Finance will be retiring on April 17, 2015, and a change in authorized signatures for the City's related transactions with the Bank will therefore be required to maintain uninterrupted continuity of operations; now, therefore be it

RESOLVED, that effective April 18, 2015, Mayor Joseph P. Maiurano and Finance Administrative Office Manager Deana D. DuFour, be and hereby are authorized to open depository and disbursement accounts, sign and endorse checks and orders for payment of money or otherwise withdraw or transfer funds, or enter into and execute Funds Transfer and/or ACH agreements with the Bank on behalf of the City; and further be it

RESOLVED, that this resolution supersedes all previous resolutions and any other actions designating authorized signatures for such transactions by the City with the Bank.

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

RESOLUTION # - 2015 **DESIGNATING AUTHORIZED REPRESENTATIVE TO EXECUTE HERITAGE BLOCK GIGP GRANT AGREEMENT WITH ENVIRONMENTAL FACILITIES CORPORATION**

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

WHEREAS, the City of Norwich has been selected to receive a grant for up to $534,000 in funding for the Heritage Block Green Parking Lot project (the “Project”) under the Green Innovation Grant Program (“GIGP”) administered through the New York State Environmental Facilities Corporation (“EFC”); now, therefore be it

RESOLVED, that the Mayor be and hereby is authorized to execute a Grant Agreement with EFC and any and all other contracts, documents and instruments necessary to bring about the Project and to fulfill the obligations of the City of Norwich under the GIGP Grant Agreement with EFC.

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

RESOLUTION # - 2015 **AUTHORIZING LOCAL MATCH FOR HERITAGE BLOCK GIGP CONSTRUCTION GRANTS**

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

WHEREAS, the City of Norwich has been awarded a grant for up to $534,000 in funding for the Heritage Block Green Parking Lot project (the “Project”) under the Green Innovation Grant Program (“GIGP”) administered through the New York State Environmental Facilities Corporation (“EFC”); and

WHEREAS, the City of Norwich has also been awarded a grant for up to $120,000 in funding for the Heritage Block Renewal program by the NYS Empire State Development Corporation (“ESD”), of which $116,956 was designated to be applied toward the local match as required by the GIGP funding for the Project; and

WHEREAS, the EFC funding plus the designated GIGP local match portion from the ESD funding equals the Project’s total estimated cost of $650,956; now, therefore be it

RESOLVED, that the Common Council of the City of Norwich hereby authorizes and appropriates a minimum of 10% local match as required by the GIGP for the GIGP Heritage Block Green Parking Lot project, which match will be at least 10% of the total actual Project costs; and, further be it

RESOLVED, that the source of the local match, and any amount in excess of the match, shall be provided by ESD as detailed in the following Project Cost funding summary:

Local Share from ESD Funding Portion:	$116,956
EFC GIGP Funding Portion:	$534,000
Total Estimated Project Cost:	$650,956

and, further be it

RESOLVED, that the maximum local share shall not exceed $116,956, based on a total estimated maximum project cost of $650,965; and further be it

RESOLVED, that the Mayor may increase this local match through the use of in-kind services without further approval from the Common Council.

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