

CITY OF NORWICH
JOINT MEETING of the
PUBLIC SAFETY / PUBLIC WORKS and
FINANCE/PERSONNEL COMMITTEES

January 4, 2016

Present:

Mayor Christine Carnrike
Ald. Matthew Caldwell
Ald. Brian Doliver
Ald. John Deierlein
Ald. Walter Schermerhorn
Ald. David Zieno
Ald. Thomas LoPiccolo

Also:

City Chamberlain/City Clerk John Zielinski
Director of Human Resources Deborah DeForest
Fire Chief Tracy Chawgo
Deputy City Chamberlain Dee DuFour
Police Chief Rodney Marsh
EMO A. Jones
DPW Superintendent Carl Ivarson
Youth Bureau Director Robert Mason
Code Enforcement Officer/Fire Marshall Jason Lawrence
Community Development Specialist Todd Dreyer

Absent:

None

Media Representative Shawn Magrath

Ald. Brian Doliver called the joint meeting of the Public Works/Public Safety and Finance/Personnel Committees to order at 6:25 p.m. at the Council Chambers.

Minutes Ald. Schermerhorn **moved** to approve the minutes of the December 2, 2015 Joint Committees meeting. Seconded by Ald. LoPiccolo, approved ayes all.

Correspondence

Liquor License Application – VIP Lounge located inside Howard Johnsons- Ald. Schermerhorn **moved** to receive and file a new liquor license application from David Cirello of the VIP Lounge, LLC. Seconded by Ald. LoPiccolo, approved ayes all.

Dollars for Scholars 5k Run- requested permission to hold their annual 5k run and walk on Saturday, April 16, 2016 from 9:45am -11:15am with the race not requiring any road closures. One patrol car for the safety of the runners is requested. Ald. Deierlein **moved** to recommend the Common Council approve the request. Seconded by Ald. Schermerhorn, approved ayes all.

C. Ivarson expressed concern over paint route markings during these types of races as many of the colors are used by DPW and other utilities to mark lines. He requested that they only use white markings.

Department Head Reports

Code Enforcement

Code Enforcement Office Code Enforcement Officer Jason Lawrence reported that money was removed from the 2016 Budget for three phone lines at a cost of \$150 per month and the wireless service at \$22.50 per month in anticipation of moving to the Firehouse.. J. Lawrence also stated that it will cost \$700 to move three file cabinets to the Firehouse. They can only be moved by ARS as they are complicated to move. There are unused funds budgeted in 2015 to do this. D. DeForest stated that her auditors do use the wireless service once per year and that moving Codes to the Firehouse will increase the security to the building. Ald. Schermerhorn asked if additional funds from the budget are going to be spent. J. Zielinski stated it would be an encumbrance from 2015. Ald. Deierlein asked if there are other costs involved and J. Lawrence said there would not. The move to the Firehouse would help mesh Codes and the Fire Department regarding fire prevention and fire inspections. Fire Chief T. Chawgo stated that when they are not on calls and Codes is unavailable they could assist Codes customers. Ald Deierlein **moved** to recommend the Common Council approve the move of Code Enforcement. Seconded by Ald. Schermerhorn, approved ayes all.

Trash Haulers J. Lawrence reported that the City Code Chapter 332.6 regarding Garbage Licensing requires garbage and trash haulers to purchase a license. This has not been enforced since 2000 when there was no longer a City Engineer. At that time the fee was \$25 per vehicle. He stated that there is nothing in the City Code requiring the

inspection of the vehicles, but it could be looked at if needed. Oneonta currently charges \$150. The biggest concern is whether haulers have liability and workers compensation insurance. This could be tracked in a similar manner as the plumber's and electrician's licensing procedures. Ald. Zieno asked if there is a distinction between professional haulers and landlords that collect from their properties. He stated there should be clarification and Ald. Schermerhorn agreed. J. Lawrence will look at wording from other municipalities as well as NYCOM and report back.

DPW

I/I Grant Inflow and Infiltration on sewer system-DPW Superintendent Carl Ivarson reported that we were successful in obtaining a \$100,000 Grant from the State. He presented the Council with a checklist and stated it would include women owned and minority owned businesses.

Water Tank Project- C. Ivarson reported that soil clean- up is completed. It will continue with trees, stumps and mud that is not contaminated. Continuation of the clean-up will be weather-dependent.

2016 Paving C. Ivarson reported that 14 streets will be paved in 2016. The gas company is required to have work done by August 1, 2016. C. Ivarson stated that the City will have paving done by August 1, 2016. Ald. Doliver **moved** to take the Paving bid to Common Council. Seconded by Ald. Deierlein, approved all ayes.

Sludge Heater C. Ivarson reported that the sludge heater is 29 years old. He has looked several places to repair it, but because of its age, no one has been found that is willing to repair it. The heater runs 24 hours/day, 365 days/year. Funds will come from Waste Water Equipment Reserves. The cost of two new heaters is \$59,000 and must go out to Bid. Ald. Deierlein moved to recommend the Common Council approve taking the sludge heater out to Bid. Seconded by Ald. Schermerhorn, approved ayes all.

Heritage Parking Lot C. Ivarson reported a request to Chazen Engineering for a cost for inspection 2-3 hours per day during construction. The cost would be \$8,000 chargeable to the grant. Ald. Schermerhorn moved to recommend the Common Council approve the \$8,000. Seconded by Ald. Deierlein.

J. Zielinski asked Todd Dryer of Community Development to also discuss other issues associated with the Heritage Parking Lot. T. Dryer reported that the grant was originally believed to cover all costs, however it was discovered this may not be the case. This will be discussed at the department head meeting.

C. Ivarson also reported an emergency situation with the lift station south of town as it is only running on one pump. This could be an expenditure of \$6,000-\$7,000.

Fire Department

2015 AFG Grant Fire Chief Tracy Chawgo reported they were in the process of applying for a Grant for turnout gear. The air packs are two generations behind and will expire in 2020. The DPW also has three air packs. The Grant is \$236,600 with the city share at \$11,266. In addition, a \$150,00 Grant for a new ambulance will be applied for with the city share being \$7,500. Currently in the Fire Department and EMS Fire Reserve account is \$32,642. If the Grants are approved these funds will be used for the City's share. An application for a SAFER Grant is in progress and the specifics of the Grant will be out later in January or February. There are two people retiring; one in August and one in December. Ald. LoPiccolo asked about the junk vehicles in the impound lot. T. Chawgo reported that S. Burlison was working on an auction site.

Other Items

Human Resources Director Deb DeForest reported that former Mayor Joseph Maiurano has in his possession a laptop purchased 1 ½ years ago at \$1,000, a 6 year old tablet purchased at \$250, and a cell phone purchased in October. The former Mayor asked that these items be declared surplus so that he may purchase them from the city. D. DeForest stated that City policy is that all City property be returned to the City. Ald. Schermerhorn stated that the policy should be enforced and the equipment be returned. The Mayor and other council members agreed.

Supervisor Robert Jeffrey spoke to the Committees regarding the percentage increase on the tax bills. Finance Director J. Zielinski explained that the 5.85% on the tax bill is the tax **levy** and the tax **rate** increase was 5.41% as stated in the budget. R. Jeffrey said the difference in the rates should be better explained to the public.

Adjournment

Ald. Doliver **moved** to adjourn the meeting at 7:22 p.m. Seconded by Ald. Deierlein, approved ayes all.