

CITY OF NORWICH
JOINT MEETING of the
PUBLIC SAFETY / PUBLIC WORKS and
FINANCE/PERSONNEL COMMITTEES
May 4 2016

Present:

Mayor Christine Carnrike
Ald. Matthew Caldwell
Ald. Brian Doliver
Ald. Walter Schermerhorn
Ald. David Zieno

Also:

City Chamberlain/City Clerk John Zielinski
Director of Human Resources Deborah DeForest
DPW Superintendent Carl Ivarson
Community Development Specialist Todd Dreyer
Youth Bureau Director Robert Mason
Police Chief Rodney March
EMO A. Jones

Absent:

Ald. John Deierlein
Ald. Thomas LoPiccolo

Media Representative Shawn McGrath

Ald. 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.

Minutes Ald. Caldwell **moved** to approve the minutes of the April 5, 2016 Joint Committees meeting. Seconded by Ald. Zieno, approved ayes all.

Correspondence

McLaughlin's Dept. Store Block Party – McLaughlin's Dept. Store is requesting special event designation for a Community Block Party on Saturday, June 18, 2016. They would like to utilize the space between their building and Chenango Union Printing. They are requesting Police assistance in the use of their barricades so there is easy flow of traffic along American Ave. The event will include a tent sale, area restaurants serving food and drinks, other Norwich retail business, presentations from community groups, and free entertainment for the community. Ald. Caldwell **moved** to recommend the Common Council approve the request. Seconded by Ald. Doliver, approved ayes all.

Chenango Blues Assoc. Concert Series – The Chenango Blues Association is requesting the street closure around East Side Park for their free Thursday concert series. The series has expanded this year to include every Thursday in July and August for a total of eight concerts. Ald. Doliver **moved** to recommend the Common Council approve the request. Seconded by Caldwell, approved ayes all.

BIDMA and Norwich Merchants Cruise-In – The Norwich BIDMA and Norwich Merchants Association is requesting the use of barricades for their 15th Cruise-In on Friday, May 27, 2016 from 6:00-8:00 p.m. at the East Park. The barricades would block certain parking so participants may have a place to park and show their vehicles. Once the cruise-in vehicles arrive, the barricades will no longer be needed. Ald. Doliver **moved** to recommend the Common Council approve the request. Seconded by Ald. Caldwell, approved ayes all.

Colorscape - The Board of Directors of Colorscape Chenango Arts Festival is requesting Special Event designation and street closures for the 22nd Annual Colorscape held on September 10th and 11th, 2016. The street closures of East and West Park Place would begin on 8 a.m. on Friday, September 9th to 6:30 p.m. on Sunday, September 11th, and West Main St to Court St. from 2:00 p.m. Friday, September 9th to 6:30 p.m. on Sunday, September 11th. They are requesting no parking be permitted on North Broad St. between the parks as well as the use of barriers. Ald. Doliver **moved** to recommend the Common Council approve the request. Seconded by Ald. Caldwell, approved ayes all.

Discussion: Police Chief R. Marsh stated last year this event created about 24 hours in overtime. Ald. Zieno stated that the fee for overtime is fine but asked if there was another way to handle these events to alleviate the strain on the department and the overtime scheduling. R. Marsh stated that most events want a police presence and that they are supplemented by using Fire Police. Without the Fire Police they could not do these events. In addition, a police presence helps to prevent problems from occurring.

Law Enforcement Torch Run – NY State Police on behalf of Special Olympics is requesting the assistance of the Norwich Police Department with the annual Torch Run in Norwich on June 5th, 2016 at 2:00 p.m. Ald. Doliver **moved** to recommend the Common Council approve the request. Seconded by Ald. Zieno, approved ayes all.

Rolling Antiquers Annual Car Show – The Rolling Antiquers Old Car Club is requesting Police assistance with their Annual Car Show on May 28 and 29, 2016. The requests are for: Friday – one or two officers and PD truck in and around grounds, erecting no parking signs, and stage PD trailer on the grounds. Saturday – 7a.m.-5 p.m. two officers and vehicles, set up traffic lanes and traffic control and from 9 a.m. – 5 p.m. two additional officers, traffic control and patrol of grounds. Sunday – 7 a.m. – 5 p.m. two officers and one vehicle traffic control and from 9 a.m. – 5 p.m. two additional officers for traffic control and patrol of grounds. They are also aware of the wage increase to \$30.00 per hour. Ald. Doliver **moved** to recommend the Common Council approve the request. Seconded by Ald. Caldwell, approved ayes all.

Chalk Festival - Matt Wilson of the Norwich Middle School would like to host a middle school Chalk Festival on June 5th, 2016 with a rain date of June 12th, 2016 in the downtown area of Norwich. Students will submit a design to him for approval, will be family friendly and the chalk will wash off. R. Mason explained that there will be no vendors, but they have asked the "hot dog lady" to be open. They have permission from the County for use of the interior sidewalk in the park and are asking the Council for permission to use the outer sidewalk around the park. Ald. Doliver **moved** to recommend the Common Council approve the request. Seconded by Ald. Zieno, approved ayes all.

Department Head Reports

Youth Bureau

Swimming Pool - R. Mason said he will need to know soon if he is to hire staff for the pool. C. Ivarson distributed a quote to the Committee for repairs needed on the pool in the amount of \$14,808.76. This is 50% of the reserve account for a one year fix. His suggestion is to put a liner in the pool which would have a 20+ year life span, but would cost considerably more than what is presently in the reserve account. The pool has been measured and he will have a quote on a liner soon. He contacted three companies to look at the pool and only one was able to. He also reminded the Committee that there is no one to operate the pool. Ald. Caldwell asked if the liner is similar to "home" pool liners. C. Ivarson responded it is not rubber, but a hard liner about 60ml thick. Extensive repairs to the pool were done in 2004 and again in 2011. Ald. Doliver stated the pool is very popular with 13,000 in attendance last summer, but it is a very expensive endeavor. Mayor Carnrike asked if the repair was made, would there be time to open the pool and C. Ivarson responded yes - the repair would only take a week. Ald. Zieno stated if the pool can't open because there is no one to operate the pool, then there is no reason to make the repair. R. Mason hopes that the High School pool could be used for swim lessons and swim team as they have done in the past. He explained that in the past when they used the High School pool, they had opened up the pool to the public for free swim. He does not recommend doing this because it is not cost effective. The low attendance of free swim does not warrant the expense of opening the pool and paying the lifeguards. Mayor Carnrike asked C. Ivarson if there were people on staff that were qualified to operate the pool. C. Ivarson replied that there may be a couple of people but they would have to be pulled from their regular duties. In addition, operation of the pool requires weekend work. Ald. Doliver **moved** to take this to the Common Council. Seconded by Ald. Caldwell, approved ayes all.

DPW

Water Projects – C. Ivarson reported that the base has been installed for the tank with the walls being installed in the next two weeks. The contingency fund is about \$8,300. There will be credits on the soil abatement estimated at \$30,000. He would still like to speak with USDA-Rural Development to see if there are any grants of other monies. He also reported that the requirement to have UV installed has been rescinded and will save hundreds of thousands of dollars including very expensive operating costs. This was due to the testing that was done in 2008 and 2009.

Secondary Clarifier Drive repairs- C. Ivarson reported that both of the drives are 27 years old and are wearing out the pinion shafts and drive shafts. The replacement cost for both would be \$43,100. They run 24/7 and never shut down and need to be replaced. This would be taken from the WWT Equipment Reserve account. Ald. Doliver **moved** to recommend the Common Council approve the request. Seconded by Ald. Caldwell, approved ayes all.

Internet Supplier – C. Ivarson reported that J. Smith in the Finance Office has been able to get a cheaper internet supplier for the filter plant and the highway garage and is working to do the same for the waste water treatment plant. This has resulted in a price decrease to \$29.99 from \$69.99. This would be a 3 year contract at \$29.99 per month per connection. Ald. Doliver **moved** to recommend the Common Council approve the contract. Seconded by Ald. Caldwell, approved ayes all.

Handicap Ramp at City Court – C. Ivarson distributed two price quotes for the replacement of the ramp at City Court, one for \$10,430 and the other for \$11,933. This is a line item for Municipal Buildings with \$16,000 budgeted for the project.

Water Meters – C. Ivarson reported that since 2014 anything made of bronze or brass must meet certain lead content standards. The City meters were bought back in 2007 and do not meet those standards and he must purchase new meters to replace any meters that may fail. He currently has two quotes for 50 meters at a cost of \$6,338.00 and \$6,642.50. This would come from the Water Improvement Line Reserve account that has a balance of \$145,000. Ald. Doliver **moved** to recommend the Common Council approve the request. Seconded by Ald. Zieno, approved ayes all.

Pressure Reducing Valves – C. Ivarson reported he was able to get three suppliers: Ferguson at \$72.01, H.D. Supply at \$71.26, and the third supplier at \$96.00. This is a line item and he will procure these in July or August.

Emergency Management Office

Fire Training Center discussion with Matt Beckwith - Matt Beckwith with the Chenango County EMO spoke about the possible purchase of the Fire Training Center which is currently owned by the City of Norwich. He informed the Committee that since 1973 the County has leased the property for 20 years for \$1.00 per year with the lease being renewed in 1993. In that time the County has done much work to the property, including building the structures currently on the property. The primary reason for the purchase is to have the ability to apply for grant money to enhance the facility. However, because the County does not own the land, they are not eligible for the grants. Conversations had taken place with the previous Mayor and Finance Director as well as others but nothing had been finalized. He went on to say that the County applied for a grant with the military similar to the IRT medical mission that was here last year. This is an engineering mission through the Air Force that would conduct construction projects free of cost with the exception of the material costs. The project at the Fire Training Center would have been \$1.5 million with the County paying for materials. The grant had to be turned down because they could not provide a deed to the Air Force showing the County owned the property. The proposal would be to have the City turn ownership of this property over to the County for the amount of \$1.00. There are stipulations in the agreement such as water usage, access roads for DPW, and maintaining the fence surrounding the property. C. Ivarson expressed concern for the major trunk line for to the sewer plant that runs through the property. Mr. Beckwith said there would be a right of way or a similar provision for access to that. Ald. Doliver's concern is over the water usage at the facility. The City would be subsidizing water for any Fire Department that trains there. He stated that in the past there has been usage ranging from 57,000 to 500,000 gallons or more. Mr. Beckwith did recognize that at certain times usage was over one million gallons of water mostly due to the misuse by Fire Departments and others which has now been curtailed. He went on to say that the most water used at the facility would be during a "live fire" training that happens one or two times per year. The water usage would be tracked and from this point on a policy will be developed to restrict water usage to legitimate training activities. He went on to say that anytime the facility is used it will be documented and the meter will be read before and after and recorded. C. Ivarson suggested that the City also do monthly reads of the meters and send them the monthly consumption. Mr. Beckwith stated that there would be an allowance of 500,000 gallons annually used before they would be billed for water.

Ald. Caldwell asked Mr. Beckwith how the Fire Department Volunteer Recruitment went Countywide. Mr. Beckwith has not heard the numbers for this year yet, but stated that the last two years they would be lucky if they would get five volunteers countywide. Nationwide the number of volunteers has dropped significantly. Ald. Zieno asked if doing something during the Fireman's Parade or at the County Fair were an option. Mr. Beckwith responded by saying they already do these events as well as many others throughout the year.

Finance Department

Supplemental Appropriation for 2016 Water Fund Budget - J. Zielinski reported that the 2016 Water Fund Budget has a planned surplus of \$96,257. He brought this up at the last Water Commission meeting and they were in agreement to have a supplemental appropriation to move the funds to the Water Main Replacement Capital Reserve. Once this is done the budget will be balanced and there will no longer be a surplus in the budget. Ald. Doliver **moved** to recommend the Common Council approve the transfer of the \$96,257 to the Water Main Replacement Capital Reserves. Seconded by Ald. Zieno, approved ayes all.

Community Development

Responses to RFP for City owned property at 169 East Main St. – T. Dreyer reported that the RFP for 169 East Main St. was advertised on Monday and sent out to those who had been interested. He has received two responses and may have something for the upcoming Council meeting. The other properties will be advertised soon and in quick succession.

Traffic Commission Recommendations - T. Dreyer also reported that the Traffic Commission has made a recommendation that two stop signs be placed at the intersection of King St. and Auburn St. after receiving complaints of high speed traffic and a petition signed by most residents of King St. Ald. Doliver **moved** to recommend the Common Council approve the request of additional stop signs. Seconded by Ald. Caldwell, approved ayes all.

T. Dreyer stated the Traffic Commission also recommended that the parking space on North Broad St. close to Mechanic St. be moved back or removed because it impedes the line of sight from someone coming out of Mechanic onto North Broad St. Ald. Doliver informed the Committee that the Code states it should be 50 feet from the corner which it currently is not. He said Asst. Chief Burlison would call State DOT to verify this can be done, as this is also Route 12.

Other

T. Dreyer also informed the Committee that the new round of consolidated funding applications has been announced with a July 29th due date. There was conversation at the last BID meeting of the BID serving as the lead agency and doing an application for the Main Street application. There are other grants that may be applied for within the CFA that may be more appropriate for the City to serve as the lead agency.

Adjournment

Ald. Caldwell **moved** to adjourn the meeting at 6:53 p.m. Seconded by Ald. Doliver, approved ayes all.