

COMMON COUNCIL

April 18, 2017

Mayor Christine Carnrike presided at a meeting of the Common Council held at 6:02 PM on April 18, 2017, in the Common Council Chambers at One Court Plaza.

Present:

Mayor Christine Carnrike
Ald. Matthew Caldwell
Ald. Brian Doliver
Ald. John Deierlein
Ald. David Zieno
Ald. Jennifer Morris

Also:

City Chamberlain/City Clerk Dee DuFour
Director of Human Resources Deborah DeForest
Youth Bureau Director Robert Mason
Police Chief Rodney Marsh
DPW Superintendent Carl Ivarson
Fire Chief Tracy Chawgo
City Attorney Patrick Flanagan

Supervisor Robert Jeffrey
Supervisor James McNeil (6:08)

Media Representative: Grady Thompson

Absent

Ald. Walter Schermerhorn

Call to Order

The meeting of the Common Council was called to order by Mayor Carnrike at 6:02 p.m.

Common Council Appointment

- ☞ *Appointment of Jennifer Morris to Ward 6 Alderwoman* – Ald. Doliver **moved** to approve the Common Council appointment of Jennifer Morris, 9 Rowley Avenue, as Ward 6 Alderwoman until the first day of January succeeding the next general election held in the City. Seconded by Ald. Caldwell, approved ayes all.

Swearing-In of Jennifer Morris – Mayor Carnrike administered the Oath of Office to Jennifer Morris, Ward 6 Alderwoman.

Approval of Minutes

Ald. Caldwell **moved** to approve the minutes of the special meeting of April 4, 2017. Seconded by Ald. Deierlein and duly approved ayes all.

Executive Session – Ald. Caldwell moved to enter executive session at 6:05 p.m. to discuss the employment history of a particular individual. Seconded by Ald. Doliver, approved ayes all.

Ald. Deierlein **moved** to exit executive session at 6:35 p.m. Seconded by Ald. Zieno, approved ayes all

Correspondence

Allegro Run for the Arts and May Day Celebration – Ald. Caldwell **moved** to receive and approve a request from The Chenango Arts Council for its 16th annual Allegro Run for the Arts on Saturday May 6, 2017. Registration will begin at 8 a.m. with the run starting at 9 a.m. They are requesting street closures from West Main St. in front of their building from Elm St. to Broad St. from early morning until the end of the race (about 10:15 a.m.), as well as Guernsey St. at West Main for the start of the race, and NO PARKING signs going south on Broad St. for a running lane. The intersections of Elm and West Main, West Main and Canasawacta, and Canasawacta and Pleasant are crossover points and police or fire police presence would be helpful. In addition, Special Event designation is requested for our May Day Celebration being held from 10:00 a.m. – 4:00 p.m. in front of and behind Guernsey Library as well as the Council of the Arts lawn. We are requesting that Maple St. be blocked off from Guernsey to Court Sts. from 8:00 a.m. – 6:00 p.m. Seconded by Ald. Zieno, approved ayes all.

Mayoral Appointments – Mayor Carnrike announced the following Mayoral Appointments:

Housing Authority

- ☞ *Susan McCumiskey, 102 Pleasant Street, appointment to fill the remainder of an expired five-year term expiring June 25, 2021.*
- ☞ *Matthew Caezza, 13 Brown Avenue, re-appointment to a five-year term expiring June 25, 2022.*

Department, Board and Commission Reports

Ald. Doliver **moved** to receive and file the department, board, and commission reports. Seconded by Ald. Caldwell, approved ayes all.

Ward Reports

Ward 1

Ald. Caldwell reported some communication and have been forwarded to the appropriate party.

Ward 2

Ald. Doliver reported two communications from constituents that has been resolved.

Ward 3

Ald. Deierlein reported no communications from constituents during the last month.

Ward 5

Ald. Zieno reported no communications from constituents during the last month.

Ward 6

Ald. Morris reported no communications.

Ald. Caldwell **moved** to receive and file the ward reports. Seconded by Ald. Deierlein, approved ayes all.

Resolutions

RESOLUTION #35 -2017

AUTHORIZING BUDGET TRANSFER WATER TREATMENT PLANT PROJECT BOND COUNSEL

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

WHEREAS, funds need to be transferred from contingency to cover excess bond counsel costs; now, therefore be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer of funds in the 2017 Capital Projects Budget:

<u>From:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
H38-01-8330.1990.4	New Filter Plant Project - Contingency	\$ 8,500.00
<u>To:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
H38-01-8330-4020A2	New Filter Plant Project - Bonding	\$ 8,500.00

Seconded by Ald. Caldwell, and duly adopted, 5 - 0, on a roll call vote.

RESOLUTION #36 - 2017

AUTHORIZING AGREEMENT WITH DELAWARE ENGINEERING FOR PROFESSIONAL SERVICES ON BORDEN AVENUE STORM DRAINAGE

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

WHEREAS, the City of Norwich requires professional services to provide design, bid/award, construction phase engineering and as-built plans for work associated with installation of new storm sewer infrastructure in and around the City skate park on Borden Avenue; and

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

RESOLVED, that the Mayor be and hereby is authorized, under the direction of the City Attorney, to execute an agreement with Delaware Engineering for professional services on the Borden Avenue Storm Drainage project at a cost not to exceed \$15,000.

<u>From:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
HR43-909	Storm Sewers - Capital Reserves	\$15,000.00
<u>To:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
G1989.0	Sewer - Special Projects	\$15,000.00

Seconded by Ald. Zieno and duly adopted, 5 – 0, on a roll call vote.

RESOLUTION #37 - 2017 **CREATION OF CITY CLERK/DIRECTOR OF
FINANCE POSITION AND SALARY GRADE**

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

WHEREAS, the Common Council desires to combine the duties of the City Clerk and Director of Finance positions into one City of Norwich Department Head position which is authorized by Section 40-a of the City Charter; and

WHEREAS, the Common Council has declared the City Clerk/Director of Finance is the overall custodian of the City's Finances and therefore of vital importance to the proper and successful operation of the City; and, further be it

RESOLVED, that there be and hereby is created the position of City Clerk/Director of Finance in the City of Norwich; and further be it

RESOLVED, that such position be and hereby is allocated to Grade 30 of the Non-Unit Compensation Schedule; and further be it

RESOLVED, that the Civil Service Commission be requested to allocate such position to the Unclassified service.

Ald. Caldwell moved to amend the resolved to replace “Unclassified class” with “Unclassified service”. Seconded by Ald. Doliver, approved ayes all and duly adopted, 5 - 0, on a roll call vote.

RESOLUTION#38 - 2017 **CHANGING CIVIL SERVICE TITLE DEPUTY CITY
CHAMBERLAIN TO DEPUTY DIRECTOR OF FINANCE**

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

WHEREAS, the Common Council would like to update the Deputy City Chamberlain's Civil Service title to be consistent with the Director of Finance's title; and, further be it

RESOLVED, that the Civil Service job title of Deputy City Chamberlain be changed to Deputy Director of Finance; and further be it

RESOLVED, that such position is hereby given the authority to act generally for and in place of the City Clerk/Director of Finance.

Seconded by Ald. Doliver, and duly adopted, 5 - 0, on a roll call vote.

RESOLUTION #39 - 2017 **AUTHORIZING THE DEPUTY CLERK TO ACT IN THE
ABSENCE OF THE CITY CLERK/DIRECTOR OF FINANCE**

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

WHEREAS, the Common Council is desirous of giving the Deputy City Clerk the authority to act in the absence of the City Clerk; and, further be it

RESOLVED, that the Deputy City Clerk is hereby given the authority to act generally for and in place of the City Clerk/Director of Finance.

Seconded by Ald. Zieno, and duly adopted, 5 - 0, on a roll call vote.

Payment of April 2017 Bills

Ald. Deierlein **moved** to pay the April 2017 bills after proper audit and certification.

	<u>Prepaid</u>	<u>4/18 /2017</u>	<u>Grand Total</u>
General Fund	\$596,330.41	\$176,997.66	\$ 773,328.07
Sewer Fund	21,559.84	18,320.02	39,879.86
Water Fund	27,069.56	14,608.65	41,678.21
Trust	24,976.24	16,842.52	41,868.76
		50.00	50.00
Comm. Dev. - Special Grants	-	244.73	244.73
Econ Dev	100.16	-	100.16
Capital Projects	158,672.63	83.14	158,755.77
TOTALS	\$828,708.84	\$227,146.72	\$1,055,855.56

Seconded by Ald. Doliver and duly adopted, ayes all.

Executive Session

Ald. Deierlein **moved** to enter executive session to discuss contract negotiations at 6:47 p.m. Seconded by Ald. Caldwell, approved ayes all.

Ald. Deierlein **moved** to exit executive session at 8:45 p.m. Seconded by Ald. Doliver, approved ayes all.

Ald. Caldwell **moved** to modify job descriptions of the Water System Operator unlicensed (trainee), Water System Operator licensed, Laboratory Technician, and Pool and Grounds Technician to change minimum qualifications for a CDL at time of appointment to a CDL permit at time of appointment with acquisition of CDL within four months of appointment. Seconded by Ald. Doliver, approved ayes all.

Adjournment

Ald. Zieno **moved** to adjourn at 8:50 p.m. Seconded by Ald. Doliver, approved ayes all.