COMMON COUNCIL
January 16, 2018

Mayor Christine Carnrike presided at a meeting of the Common Council held at 6:00 PM on January 16, 2018, in the Common Council Chambers at One Court Plaza.

Present:	Also:
Mayor Christine Carnrike	Director of Finance/City Clerk Dee DuFour
Ald. Brian Doliver	Director of Human Resources Deborah DeForest
Ald. John Deierlein	DPW Assistant Supertintendent George Carnrike
Ald. Linda Kays-Biviano	Youth Bureau Director Robert Mason
Ald. David Zieno	Fire Chief Tracy Chawgo
Ald. Robert D. Jeffrey	Police Chief Rodney Marsh
	Code Enforcement Officer/Fire Marshall Jason Lawrence
	EMO A Jones
Supervisor Robert M. Jeffrey	City Attorney Steve Natoli

Absent
Ald. Matthew Caldwell
Supervisor James McNeil

Call to Order
The meeting of the Common Council was called to order by Mayor Carnrike at 6:01 p.m.

Approval of Minutes
Ald. Doliver **moved** to approve the minutes of the special meeting of December 5, 2017. Seconded by Ald. Deierlein and duly approved ayes all.

Open Forum
Tripp DeCordova, Owner/Operator of Benedict, Corp., addressed the Council regarding a high water bill as the result of a broken water pipe running from their main building to the building located at their used car lot. He stated that the water billing department had contacted him after noticing a large change in usage from the previous bill. He was hoping that the $2,151.00 sewer charge out of the $5,717.94 total bill could be adjusted as the water was free-flowing into the ground and not going into the sewer. He suggested that perhaps a fail-safe on a meter may be able to detect a leak earlier. There was mention by George Carnrike of the proposed purchase and installation of new meters which would have remote access and reads and would have an automatic alarm for situations like this. He also mentioned that the Water Department is continuously monitoring for leaks. Mr. DeCordova thanked the Water Department for responding quickly as they were also dealing with another leak at the High School.

Correspondence

Ald. Deierlein **moved** to approve the request from the Chenango Arts Council for police assistance with the 17th Annual Allegro Run for the Arts on Saturday, May 5, 2018 with registration beginning at 8 a.m. and the race start at 9 a.m. The 5K race will begin at the Council of the Arts on West Main St. going East to South Broad, continuing down Beebe Ave. to Elm St. turning left onto West Main St., right onto Canasawacta St., turning left onto Pleasant St., right onto Beech St., right onto Canasawacta St., left onto Pleasant St., right onto North Broad St. and heading South back to West Main St. for the finish line. Seconded by Ald. Zieno, approved ayes all.

Ald. Zieno **moved** to approve the request from Norwich Dollars for Scholars for police assistance of one patrol car during the City portion of the race for safety purposes for the Annual 5K Run and Walk held on Sunday, April 15, 2018 from approximately 8:45 a.m. - 10:15 a.m. No road closures will be necessary with the route remaining the same as the last four years (Marconi Ave. to Midland Dr. to Hale St. to East River Rd. to East Main St. and back to Midland Dr.) Seconded by Ald. Deierlein, approved ayes all.

Department, Board and Commission Reports
- Youth Bureau Minutes – January

- Youth Board Report – October, November, December

Ald. Doliver **moved** to receive and file the department, board, and commission reports. Seconded by Ald. Deierlein. Ald. Zieno **moved** that the Zoning and Planning minutes be placed on next months agenda for receipt and filing leaving only the Youth Bureau minutes and Youth Board Report. Seconded by Ald. Jeffrey, approved ayes all.

Ward Reports

Ward 2
Ald. Doliver reported no communications.

Ward 3
Ald. Deierlein reported no communications.

Ward 4
Ald. Kays-Biviano reported no communications.

Ward 5
Ald. Zieno reported one communication that has been forwarded to the appropriate department.

Ward 6
Ald. Jeffrey took this opportunity to thank the Norwich Police Department and the Chenango County Sheriff's Office in their participation and successful apprehension of an individual on York St. on January 11, 2018. He also received a complaint from residents regarding shopping carts at multi-family homes, specifically 51 Birdsall. Code Enforcement was notified with no action taking place.

Code Enforcement Jason Lawrence reported that they do occasionally pick up shopping carts, however the Code van has been out of commission recently. There is no law or fine attached to shopping carts.

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

Motion

- **Resignation** – Ald. Doliver **moved** to receive and accept a letter of resignation from City of Norwich Code Enforcement Officer/Fire Marshall Jason Lawrence effective January 31, 2018. Seconded by Deierlein, approved ayes all.

Ald. Doliver thanked Jason Lawrence for all his years of service and hard work.

Resolutions

RESOLUTION #2 - 2018 **CREATION OF HUMAN RESOURCES ASSISTANT POSITION**

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

WHEREAS, a Senior Account Clerk vacancy exists in the Department of Human Resources; and

WHEREAS, the Director of Human Resources has recommended significant changes in the duties and responsibilities of the current vacancy; and

WHEREAS, such changes will result in the need to create a new position to replace the current position; and

WHEREAS, the Finance/Personnel Committee has reviewed and concurred with said recommendations; and

WHEREAS, the City of Norwich Civil Service Commission has created and classified the position as competitive now, therefore be it

RESOLVED, that the position of Human Resources Assistant be and hereby is authorized to be created as a non-union position, and further be it

RESOLVED, that the position of Human Resources Assistant be placed at Grade 18 in the Non-Unit Employee Compensation Schedule

Seconded by Ald. Zieno.

Discussion: Ald. Jeffrey recommended that this be tabled until Ald. Caldwell was present to which Ald. Deierlein agreed. Ald. Doliver stated that if this resolution could not be voted on then all other resolutions should also be tabled. Mayor Carnrike stated she had a breakdown of the job responsibilities of the Human Resource Director and the Personnel Assistant provided by the Director of Human Resources last year and thought that the Council should preview those descriptions before voting on this resolution.

Ald. Jeffrey **moved** to Table the resolution. Seconded by Ald. Deierlein and duly tabled, 3 - 2, on a roll call vote with Ald. Doliver and Ald. Zieno voting nay.

RESOLUTION #3 -2018 **AUTHORIZING CHANGE ORDER FOR ADDITIONAL EXPENDITURE TO THE BORDEN AVENUE STORMWATER PROJECT**

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

WHEREAS, it has been determined that additional work was needed for the Borden Avenue Stormwater Project; and

WHEREAS, the additional work needed includes costs associated with the demolition of the existing pipe which could not be reused and the installation of new piping; and

WHEREAS, Delaware Engineering has reviewed the Change Order request submitted by Burrell's Excavating and has recommended its approval; now, therefore be it

RESOLVED, that the Mayor be and herby is authorized to execute the change order for the Borden Avenue Stormwater Project at a cost not to exceed $5,194.92.

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

RESOLUTION #4 -2018 **AUTHORIZING CHANGE ORDER FOR THE REXFORD STREET WATER PUMPING STATION**

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

WHEREAS, it has been determined that additional work is needed at the Rexford Street Pump Station; and

WHEREAS, the additional work needed includes updating the gas service pressure and an additional regulator for the Back Up Generator; and

WHEREAS, Delaware Engineering has reviewed the Change Order request submitted by Wilcox Construction and has recommended its approval; and

WHEREAS, funds are available in the project to cover the costs of the Change Order; now, therefore be it

RESOLVED, that the Mayor be and herby is authorized to execute the change order for the Rexford Street Water Pumping Station at a cost not to exceed $1,420.00.

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

RESOLUTION #5 - 2018 **AUTHORIZING CHANGE ORDERS TO THE WATER TREATMENT PLANT PROJECT**

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

WHEREAS, it has been determined that additional work is needed at the Water Treatment Plant Project; and

WHEREAS, General Construction Contract Change Order No. 2 includes an 8” solid pipe for all water drainage away from the foundation at a cost of $7,562.55; and

WHEREAS, General Construction Contract Change Order No. 3 includes the exploratory digging which was necessary to install the insertion valve at a cost of $1,575.00; and

WHEREAS, General Construction Contract Change Order No. 4 includes an upgrade to the turbidimeters at a cost of $529.00; and

WHEREAS, Electrical Construction Contract Change Order No. 1 includes a change in the type of disconnect panels from NEMA 4 to NEMA 12 at a cost of $2,340.00; and

WHEREAS, Delaware Engineering has reviewed the General Construction Change Order requests submitted by Eastman Associates and the Electrical Construction Contract Change Order from A. Treffeissen & Son and has recommended their approval; now, therefore be it

RESOLVED, that the Mayor be and hereby is authorized to execute the change orders for the Water Treatment Plant Project in the General Construction Contract in the amount not to exceed $9,666.55 and the Electrical Construction Contract in the amount not to exceed $2,340.00.

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

RESOLUTION #6 - 2018 **APPOINTMENT OF TEMPORARY PART-TIME GRADE III WASTEWATER OPERATOR**

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

WHEREAS, the City is required to have a Grade III Wastewater Operator and;

WHERAS, the position of full time Grade III Lead Operator is current vacant and under recruitment and;

WHERAS, the Common Council has reviewed and accepted a proposal to provide said services on a temporary part-time basis for a period of three months commencing December 31, 2017 now, therefore be it

RESOLVED, that Larry Monahan of Norwich, NY, be and hereby is granted a temporary part-time appointment as a Wastewater Operator in the Department of Public Works, effective December 31, 2017 at a rate of $45 per hour for a maximum of three days per week., six hours a day.

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

RESOLUTION #7 -2018 **AUTHORIZING RENEWAL OF DCMO BOCES PRINT SHOP CONTRACT**

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

WHEREAS, the DCMO BOCES Print Shop Service is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES area in New York, to jointly provide duplicating services through a centralized facility; and

WHEREAS, the City of Norwich is desirous of participating with other governmental entities in the Delaware-Chenango-Madison-Otsego BOCES area in the Service mentioned above as authorized by General Municipal Law, Section 119-o; and

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

RESOLVED, that the Common Council of the City of Norwich hereby appoints the Delaware-Chenango-Madison-Otsego BOCES Print Shop Service to represent it in all matters relating above; and, further be it

RESOLVED, that the Mayor be and hereby is authorized, under the direction of the City Attorney, to enter into an agreement with DCMO BOCES Print Shop Service for 2017/2018 year to assume its share of the costs for duplicating costs; abide by majority decisions of the participating members; and abide by the terms and conditions of the Mutual Sharing Plan of the BOCES Board.

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

Payment of January 2018 Bills - Ald. Deierlein **moved** that the payment of the January 2018 bills be authorized subject to final audit and verification, and subject to subsequent ratification and approval of the detailed bill list at the February 2018 meeting. Seconded by Ald. Doliver and duly adopted, ayes all.

Executive Session

Ald. Doliver **moved** to enter executive session to discuss employment history of particular individuals at 6:30 p.m. Seconded by Ald. Deierlein, approved ayes all.

Ald. Doliver **moved** to exit executive session at 7:20 p.m. Seconded by Ald. Deierlein, approved ayes all.

Adjournment

Ald. Deierlein **moved** to adjourn at 7:20 p.m. Seconded by Ald. Kays-Biviano, approved ayes all.