

COMMON COUNCIL

AGENDA
February 20, 2018
6:00 PM

Call To Order

Pledge of Allegiance

Invocation

“Leading By Example” Recognition of Hannah Baker and Brenna Baker

Approval of minutes of the Organizational meeting of January 2, the regular meeting January 16, and the special meetings of January 22 and January 30, 2018

Open Forum

Correspondence

- ◆ Spring into Action 5K for Save the Children – Police Assistance
- ◆ Chenango County Dairy Day – Police Assistance
- ◆ A Christmas To Remember Parade of Lights – Police/Fire Police Assistance
- ◆ Johnny B’s Liquor License
- ◆ Rolling Antiquers 53rd Annual Car Show – Police Assistance
- ◆ Gus Macker – Assistance and Road Closure

Department, Board and Commission Reports

- ◆ Police Department Monthly Reports – December
- ◆ Police Department Yearly Report - 2017
- ◆ Water Commission Minutes – January
- ◆ Zoning Board of Appeals Minutes – October 2014; July, September, October, November 2015; June 2016
- ◆ Planning Commission Minutes – May, October 2015; July, October, November 2017

Ward Reports

Motions

- ◆ Request for Use of Firehouse Training Room by the American Red Cross
- ◆ Request for Use of Firehouse – Chenango County Rabies Clinic

Resolutions

- ◆ Authorizing End of Year Transfers
- ◆ Authorizing Agreement with Public Sector HR Consultants
- ◆ Establishing 15 Minute Parking on South Broad Street
- ◆ Designating Parking Space for Hotel Parking
- ◆ Authorizing NO PARKING signs on Sharon Drive
- ◆ Designating the City of Norwich as the Lead Agency for the SEQR Review of the BOA Revitalization Norwich Step 2 Plan
- ◆ SEQRA Determination of Non-Significance Concerning Norwich Step 2 Revitalization Plan

Payment of January and February 2018 Bills

Executive Session (if needed)

Adjournment

Motions

Request for Use of Firehouse Training Room by the American Red Cross – Ald. _____ **moved** to approve the request from the American Red Cross for use of the Firehouse Training Room on June 4, 2018 for a blood drive. Seconded by Ald. _____, approved ayes all.

Request for Use of Firehouse – Chenango County Rabies Clinic – Ald. _____ **moved** to approve the request from the Chenango County Public Health Environmental Division for use of the Firehouse on March 24, 2018 for a rabies clinic. Seconded by Ald. _____, approved ayes all.

Resolutions

RESOLUTION # -2018 AUTHORIZING END OF YEAR 2017 BUDGET TRANSFERS

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

WHEREAS, funds need to be reallocated among line items to cover the cost of expenses through December 31, 2017; now, therefore be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfers in the 2017 Budgets:

GENERAL

TO:

A1420.1010	City Attorney - Personal Services	\$	140.24
A1620.1010	Municipal Buildings - Personal Services	\$	928.19
A1620.1020	Municipal Buildings - Personal Svcs Overtime	\$	908.90
A3120.1020	Police Department - Overtime	\$	33,395.63
A3410.1020	Fire Department - Overtime	\$	217,749.97
A3620.1010	Code Enforcement - Personal Services	\$	2,382.13
A5110.1010	Street Maintenance - Personal Services	\$	24,758.85
A5142.1020	Snow & Ice Removal - Overtime	\$	2,059.63
A7310.1010	Youth Bureau - Personal Services	\$	458.73
A8020.1010	Planning - Personal Services	\$	667.70
A8170.1010	Street Cleaning - Personal Services	\$	8,951.51
	GENERAL	\$	292,401.48

FROM:

A1910.4	Fire & Liability Insurance	\$	20,118.48
A1990.4	Contingency	\$	94,214.00
A3120.1010	Police Department - Personal Services	\$	73,637.04
A3410.1010	Fire Department - Personal Services	\$	36,089.88
A5110.1020	Street Maintenance - Personal Services	\$	12,257.38
A5142.1010	Snow & Ice Removal - Personal Services	\$	56,084.70
	GENERAL	\$	292,401.48

SEWER

TO:

G8120.1010	Sanitary Sewers - Personal Services	\$	8,255.29
G8130.1020	Treatment & Disposal - Overtime	\$	2,851.48
G9060.8	Sewer Fund - Hospitalization	\$	22,201.29
		SEWER	\$ 33,308.06

FROM:

G8130.1010	Treatment & Disposal - Personal Services	\$	33,308.06
		SEWER	\$ 33,308.06

WATER

TO:

F8320.1010	Source of Supply - Personal Services	\$	434.84
F8330.1010	Treatment - Personal Services	\$	1,301.34
F9060.8	Water Fund - Hospitalization	\$	32,900.00
		WATER	\$ 34,636.18

FROM:

F8340.1010	Distribution - Personal Services	\$	34,636.18
		WATER	\$ 34,636.18

Seconded by Ald. _____, and duly adopted, _____, on a roll call vote.

RESOLUTION # - 2018

AUTHORIZING THE MAYOR TO SIGN A CONTRACT BETWEEN PUBLIC SECTOR HR CONSULTANTS, LLC AND THE CITY OF NORWICH

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

WHEREAS, a proposal has been received from Public Sector HR Consultants, LLC of Glenville, NY for a Workplace Violence Prevention Program; and

WHEREAS, the Joint Committees of the Common Council 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 sign a contract with Public Sector HR Consultants, LLC for a Workplace Violence Prevention program at a cost not to exceed \$8,500; and further be it

RESOLVED, that the Finance Director be and hereby is authorized to make the following transfer of funds in the 2018 General Fund Budget:

From:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A1430.1010	Personal Services - Regular	\$ 8,500.00

To:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A1430.4020	Human Resources – Contracted Services	\$ 8,500.00

Seconded by Ald. _____, and duly adopted, _____, on a roll call vote.

RESOLUTION # -2018 **DESIGNATING PARKING SPACES FOR HOTEL PARKING**

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

WHEREAS, pursuant to Section 525-52 of Chapter 525 of the Code of the City of Norwich, the Common Council has been granted the authority to make, promulgate and enforce reasonable rules and regulations governing and designating parking, parking spaces, safety and loading zones, one-way streets and streets for through traffic; and

WHEREAS, a proposed hotel project is anticipated at 14-16 South Broad Street; and

WHEREAS, in order to continue with the project and obtain a hotel flag, 71 parking spaces are needed with placement as was presented in a diagram to the Joint Committee on February 6, 2018; and

WHEREAS, the Joint Committee has made certain recommendations; now, therefore be it

RESOLVED, that 71 parking spaces be designated for hotel parking as presented to the Joint Committee on February 6, 2018; and further be it

RESOLVED, that the following paragraph be added to Section 525-52, City Parking Lots, of Chapter 525 of the Code of the City of Norwich:

HAYES STREET CITY PARKING LOT, handicapped parking; fifteen minute parking; three hour parking, 71 spaces in the area of 14-16 South Broad Street for hotel parking.

Underlined material is new.

Seconded by Ald. _____ and duly adopted, _____, on a roll call vote

RESOLUTION # - 2017 **AUTHORIZING NO PARKING SIGNS ON SHARON DRIVE**

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

WHEREAS, the Traffic Commission has recommended that "No Parking" signs be placed on the North side of Sharon Drive; and

WHEREAS, the DPW is now authorized to post "No Parking" signage, on the North side of Sharon Drive; and

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

RESOLVED, that the City Clerk update the City Code Chapter 525-54 A. Parking; Regulations - No Parking of the Vehicle and Traffic code to include the North side of Sharon Drive.

Seconded by Ald. _____, and duly adopted, _____, on a roll call vote.

RESOLUTION # - 2018

DESIGNATING THE CITY OF NORWICH AS THE LEAD AGENCY FOR THE SEQR REVIEW OF THE BOA REVITALIZATION NORWICH STEP 2 PLAN

Ald. _____ introduced and moved the following:

WHEREAS, the City of Norwich has received grant assistance through the NYS Department of State Brownfield Opportunity Area (BOA) program to develop a Step 2 Revitalization Plan; and

WHEREAS, the development of the plan and its approval by the Department of State (DOS) is considered an unlisted action under the Statement Environmental Quality Review (SEQR) Act; and

WHEREAS, the City of Norwich, as the agency involved in undertaking the study and completing the plan, is the appropriate agency to be the “Lead Agency” in completing the SEQR review and determining the significance of the action under the SEQR regulations; therefore be it

RESOLVED, that the Common Council of the City of Norwich designates the City as the Lead agency and accepts Lead Agency status for the required environmental review pursuant to the State Environmental Quality Review Act; and further be it

RESOLVED, authorizes the Mayor, under direction of the City Attorney, to sign all documents related to the determination of significance.

Seconded by Ald. _____, and duly adopted, _____, on a roll call vote

RESOLUTION # - 2018

SEQRA DETERMINATION OF NON-SIGNIFICANCE CONCERNING NORWICH STEP 2 REVITALIZATION PLAN

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

WHEREAS, the City of Norwich has undertaken the development of a Step 2 Revitalization Plan with assistance from the NYS Department of State; and

WHEREAS, the Plan identifies numerous vacant or under-utilized sites within the study area and provides goals and recommendations for future development and provides a framework and guide for the revitalization of the area and economic growth of the City; and

WHEREAS, the development of the plan constitutes an “Unlisted Action” pursuant to the State SEQR regulations and is therefore subject to the regulations and requirements of the State Environmental Review Act; and

WHEREAS, the City has completed a SEQR long form for the BOA Revitalization Plan and examined the potential environmental impacts associated with the Plan; now therefore be it

RESOLVED, that the City of Norwich has determined that the proposed action will not result in a significant adverse impact on the environment.

Seconded by Ald. _____ and duly adopted, _____, on a roll call vote.

Payment of January 2018 Bills

Ald. _____ **moved** to pay the January 2018 bills after proper audit and certification.

		<u>Prepaid</u>	<u>1/16/2018</u>	<u>Grand Total</u>
General Fund		\$161,432.54	\$5,944.67	\$167,377.21

Sewer Fund		78,114.91	-	78,114.91
Water Fund		24,688.88	-	24,688.88
Trust		26,665.19	-	26,665.19
Debt Service		5,187.65	-	5,187.65
Comm. Dev. - Special Grants		99,299.35	-	99,299.35
Capital Projects		297,983.44	-	297,983.44
TOTALS		\$693,371.96	\$5,944.67	\$699,316.63

Seconded by Ald. _____ and duly (adopted/defeated) _____.

Payment of February 2018 Bills

Ald. _____ **moved** to pay the February 2018 bills after proper audit and certification.

	<u>Prepaid</u>	<u>0 / /2018</u>	<u>Grand Total</u>
General Fund	\$	\$	\$
Sewer Fund			
Water Fund			
Trust			
Debt Service	-	-	-
Comm. Dev. - Special Grants	-	-	-
Capital Projects			
TOTALS	\$	\$	\$

Seconded by Ald. _____ and duly (adopted/defeated) _____.