

COMMON COUNCIL

May 22, 2018

Mayor Christine Carnrike presided at a meeting of the Common Council held at 6:30 PM on May 22, 2018, in the Common Council Chambers at One Court Plaza.

Present:

Mayor Christine Carnrike
Ald. Matthew Caldwell
Ald. Brian Doliver
Ald. John Deierlein
Ald. Linda Kays-Biviano
Ald. David Zieno
Ald. Robert D. Jeffrey

Also:

Director of Finance/City Clerk Dee DuFour
DPW Assistant Superintendent George Carnrike
Youth Bureau Director Robert Mason
Police Chief Rodney Marsh
City Attorney Steve Natoli
Deputy City Clerk Agnes Eaton

Media Representative: Grady Thompson

Supervisor Robert M. Jeffrey
Supervisor James McNeil

Call to Order

The meeting of the Common Council was called to order by Mayor Carnrike at 6:32 p.m.

Mayor Carnrike took a moment to thank the Council for allowing the rescheduling of the May 15th meeting until tonight following the news of the loss of Fire Chief Tracy Chawgo's son, Bradley Chawgo. She also thanked the Norwich career and volunteer Firefighters as well as the Oneonta Fire Department for their service to our Community during this time. At a later date we will recognize Chief Chawgo for his 3 decades of service.

Approval of Minutes

Ald. Caldwell **moved** to approve the minutes of the regular meeting of April 17 and the special meeting of April 24, 2018. Seconded by Ald. Deierlein and duly approved ayes all.

Public Hearing - Proposed Ordinance No. (A) of 2018 Regarding Adult Day Care Mayor Carnrike opened the Public Hearing at 6:34 p.m. for Proposed Ordinance No. (A) of 2018 regarding Adult Day Care. There being no comments, the hearing was closed at 6:34 p.m.

Open Forum

Bob Jeffrey, 17 York St., asked the Council's approval for an escort as it has been done in the past by the Police and Fire Departments for the High School Track and Field Team who will be going to the Section IV Class B Championships. He also requested the Council discuss the DRI (Downtown Revitalization Initiative) at the next Joint Committee meeting.

Correspondence

Colorscape Chenango Arts Festival — Ald. Caldwell **moved** to approve a request from the Colorscape Chenango Arts Festival for restricted parking and road closures on September 7, 8, and 9, 2018. Road closures include East and West Park Place; West Main St. from Court St. to Elm St.; Court St. from south of the library drive to West Main St.; and NO PARKING on North Broad St. between East and West Parks. Seconded by Ald. Jeffrey, approved ayes all.

Dairy Day Parade — Ald. Zieno **moved** to receive and approve a request to change the route of the Dairy Day Parade on Saturday June 16th which was previously approved. The parade will now leave from the CWS parking lot and travel on Midland Drive to Maydole St. to the fairgrounds gate that is at the east end of the street. NO PARKING signs are also requested the morning of the parade. Seconded by Ald. Jeffrey, approved ayes all.

Newton Ave. Neighborhood Picnic — Ald. Deierlein **moved** to approve a request from Tom Holmes for the closure of Newton Ave. between Canasawacta St. and Howard St. on Sunday, June 3, 2018 from 4 – 8 p.m. for a neighborhood picnic. Seconded by Ald. Caldwell, approved ayes all.

American Legion Memorial Day Parade – Ald. Caldwell **moved** to approve a request from the American Legion Post 189 for Police assistance with barricades and an escort as well as Temporary Parking arrangements for the Memorial Day Parade on Monday, May 28th with the parade commencing at 11:00 a.m. with crowds dispersing by 12:00 p.m. The temporary parking will commence on the previous afternoon of Sunday, May 27th. Seconded by Ald. Jeffrey, approved ayes all.

Northeast Classic Car Museum – Ald. Caldwell **moved** to approve a request from the Northeast Classic Car Museum to change the street closure for The Great Race on State St. originally from the Rexford St. to the entrance of Cobbler's Square now from Rexford St. to Mitchell St. Sunday, June 24, 2018 with a time change from 11:00 a.m. - 5:00 p.m. to 9:00 a.m. to 5:00 p.m. Seconded by Ald. Zieno, approved 5 – 0 with Ald. Jeffrey abstaining.

Run Chenango Bottle Drive – Ald. Caldwell **moved** to approve a request from Run Chenango for use of the Firehouse for a bottle drive on July 14, 2018. Seconded by Ald. Jeffrey, approved ayes all.

Safe Summer Fun Day – Ald. Doliver **moved** to approve a request from Chenango County Mental Hygiene Services for use of Kurt Beyer Park for the Safe Summer Fun Day on June 15, 2018 from noon to 6:30 p.m. This is a free community event co-sponsored by the Alcohol and Drug Abuse Prevention Program and Liberty Partnership of Morrisville College. Seconded by Ald. Caldwell, approved ayes all.

Auxiliary Fire Department – Ald. Zieno **moved** to receive and approve requests from the Norwich Fire Department Auxiliary for use of the Firehouse for their two biggest fund raisers; a garage sale on September 29, 2018 from 8-4 and a Chinese Auction on November 3, 2018. Seconded by Ald. Kays-Biviano, approved ayes all.

Department, Board and Commission Reports

- ◆ Water Commission Minutes – April and May
- ◆ Traffic Commission Minutes – April
- ◆ Youth Bureau Minutes – May
- ◆ Civil Service Minutes – February and March
- ◆ Police Department Report – February and March

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

Ward Reports

Ward 1

Ald. Caldwell reported some communications that have been forwarded to the proper department.

Ward 2

Ald. Doliver reported communications regarding high grass that have been forwarded to Code Enforcement. Codes will be sending letters to property owners regarding violations.

Ward 3

Ald. Deierlein reported communication regarding a decrepit property on Newton Ave. and will be bringing this to the next Joint Committee meeting.

Ward 4

Ald. Kays-Biviano reported a communication has been forwarded to the proper department.

Ward 5

Ald. Zieno reported he has answered several questions on various items and one complaint that was referred to the DPW which has been resolved.

Ward 6

Ald. Jeffrey reported a communication that was referred to DPW and has been resolved and a complaint of uncut grass which has been forwarded to Code Enforcement.

Mayor Carnrike reported receiving a call regarding the East Main St. School building which has been resolved.

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

Motions

Ald. Caldwell **moved** to approve the signs as indicated in photos distributed to the Joint Committee to be placed at Chenango Lake. Seconded by Ald. Kays-Biviano, approved ayes all.

Resolutions

RESOLUTION #30 - 2018 AUTHORIZING STIPEND FOR DIRECTOR OF FINANCE

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

WHEREAS, the Director of Finance/City Clerk has been temporarily assigned substantial additional responsibility for the ongoing operations of departments in addition to the Finance Department and the City Clerk's Office; and

WHEREAS, these additional responsibilities are critical to the proper and efficient administration of the City government; and

WHEREAS, the timeframe for these additional duties is presently unknown; and

WHEREAS, the Joint Committee has recognized the significant additional responsibility assigned to the Director of Finance/City Clerk; now, therefore be it

RESOLVED, that Director of Finance/City Clerk be granted a temporary stipend of \$225.00 per week commencing May 21, 2018 and until discontinued by action of the Common Council; and, further be it

RESOLVED, that the Director of Finance be and hereby is authorized to make any transfers of funds necessary to appropriation accounts A1325.1010 and/or A1410.1010 to support the stipend.

Seconded by Ald. Doliver, and duly adopted, 6 – 0, on a roll call vote.

RESOLUTION #31 - 2018 AUTHORIZING MAYOR TO SIGN AGREEMENT FOR INVESTIGATIVE SERVICES

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

WHEREAS, the City of Norwich is in the need of investigative services; and

WHEREAS, the Common Council believes it is in the best interest of the City to enter into a contract with someone who has Municipal Human Resource and Civil Service experience; now therefore be it

RESOLVED, that the Mayor be and hereby is authorized under the direction of the City Attorney to sign a contract for investigative services with a company or person to be determined at a later date, and further be it

RESERVED, that such services will be charged to A1430.4020 Human Resources – Contracted Services in an amount not to exceed \$5,000.

Seconded by Ald. Deierlein, and duly adopted, 6 - 0, on a roll call vote.

RESOLUTION #32 - 2018**AUTHORIZING MAYOR TO SIGN AGREEMENT FOR TEMPORARY HUMAN RESOURCE SERVICES**

Ald. Kays-Biviano introduced the following and **moved** its adoption:

WHEREAS, the City of Norwich is in the need of Human Resource services; and

WHEREAS, the Common Council believes it is in the best interest of the City to enter into a contract with someone who has Municipal Human Resource and Civil Service experience; now therefore be it

RESOLVED, that the Mayor be and hereby is authorized under the direction of the City Attorney to sign a contract for temporary Human Resource services with Public Sector HR Consultants, LLC.

Seconded by Ald. Deierlein.

Ald. Caldwell **moved** to table Resolution #31-2018. Seconded by Ald. Jeffrey, and duly **Tabled**, 6 -0, on a roll call vote.

Discussion: Before the vote Ald. Caldwell stated that many items can be done in-house, which is why the stipend for the Director of Finance was given as the Finance Office is carrying the "lion's share" of these duties. At this time it is not clear if that amount of money for the value of the service. This can be explored at a later date if needed.

RESOLUTION #33 -2018**AUTHORIZING PURCHASE OF POLICE VEHICLE AND TRANSFER OF FUNDS**

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

WHEREAS, a need to replace a Police Department patrol car has been realized; and

WHEREAS, an opportunity exists to replace such vehicle with a 2018 Ford Utility/SUV at the approved State contract bid for \$30,924.72, lettering \$275.00, and outfitting installation \$6,029.40; and

WHEREAS, funds were included in Reserves Budget to support the equipment budget line in the Police Department; and

WHEREAS, the Public Safety/Public Works and Finance/Personnel Committees have made certain recommendations; now, therefore be it

RESOLVED, that the purchase of a patrol car at a total combined cost not to exceed \$37,229.12 is hereby approved; and, further be it

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

<u>From:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
HR21-9950.9	Capital Reserves - Police Equipment	\$37,229.12
<u>To:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A3120.2100	Police – Equipment	\$37,229.12

Seconded by Ald. Zieno, and duly adopted, 6 – 0, on a roll call vote.

RESOLUTION #34 - 2018**APPOINTING JAN PAPELINO AS FIRE CHIEF**

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

WHEREAS, there exists a vacancy in the position of Fire Chief; and

WHEREAS, interviews have been held by the Common Council to fill said position; now, therefore be it

RESOLVED, that Jan Papelino of Norwich, New York, be and hereby is permanently appointed to the full-time position of Fire Chief effective June 4, 2018, at Grade 30 Step V.

Seconded by Ald. Zieno, duly approved, 6 - 0, on a roll-call vote.

RESOLUTION # 35- 2018

AUTHORIZING CHANGE ORDERS TO THE WATER TREATMENT PLANT PROJECT

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

WHEREAS, Electrical Construction Change Order No. 2 includes an upgrade to the electrical service and wiring for the electric hot water heater in the amount of \$10,279.00; and

WHEREAS, Electrical Construction Change Order No. 3 includes a credit of \$376.00 for the main disconnect Panel that was deemed unnecessary; and

WHEREAS, Delaware Engineering has reviewed the Electrical Construction Change Order requests 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 Electrical Construction Contract in the amount not to exceed \$9,903.00.

Seconded by Ald. Zieno, duly adopted, 6 - 0, on a roll-call vote.

RESOLUTION #36 - 2018

ADOPTING PROPOSED ORDINANCE NO. (A) OF 2018 REGARDING ADULT DAY CARE

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

ORDINANCE NO. (1)
OF 2018

AN ORDINANCE AMENDING CHAPTER 575
OF THE CODE OF THE CITY OF NORWICH

BE IT ORDAINED by the Common Council of the City of Norwich, New York, as follows:

Section 1. Article II Terminology, section 5, Definitions; word usage of Chapter 575 of the Code of the City of Norwich shall be amended as follows:

Group Adult Day Care

Provision of daytime care to adults whose ability to independently perform the normal activities of daily life is limited by age or physical or other impairment but who do not require the level of care provided by nursing homes or medical facilities. Said care shall be provided for a period of time of more than three (3) but less than twelve (12) hours on any given day.

Section 2. Use Table, Chapter 575a, Attachment 1, Zoning Ordinance Table of the Code of the City of Norwich shall be amended to reflect Group Adult Day Care to be a use permitted by right in zones R-1, R-1A, R-2, R-3, B-1, B-2 & IN

[New Material is underlined]

Section 3. This ordinance shall take effect immediately upon adoption.

Seconded by Ald. Doliver and duly adopted, 6 - 0, on a roll call vote.

Payment of May 2018 Bills

Ald. Deierlein **moved** to pay the May 2018 bills after proper audit and certification.

	<u>Prepaid</u>	<u>05/15/2018</u>	<u>Grand Total</u>
General Fund	\$713,235.70	\$526,499.75	\$727,472.03
Sewer Fund	17,184.89	19,793.49	36,978.38
Water Fund	73,001.54	10,884.64	83,886.18
Trust	25,413.67	-	25,413.67
Comm. Dev. - Special Grants	440.31	12,560.69	13,001.00
Capital Projects	438,347.13	-	438,347.13
TOTALS	\$1,267,623.24	\$569,738.57	\$1,837,361.81

Seconded by Ald. Jeffrey and duly adopted 6 - 0.

Executive Session

Ald. Caldwell **moved** to enter executive session to discuss the sale of real property where price may be affected and the employment history of particular individuals at 6:55 p.m. Seconded by Ald. Doliver, approved ayes all.

Ald. Deierlein **moved** to exit executive session at 9:14 p.m. Seconded by Ald. Doliver, approved ayes all.

Adjournment

Ald. Zieno **moved** to adjourn at 9:14 p.m. Seconded by Ald. Jeffrey, approved ayes all.