

CITY OF NORWICH
JOINT MEETING of the
PUBLIC SAFETY / PUBLIC WORKS and
FINANCE/PERSONNEL COMMITTEES
March 5, 2019

Present:

Mayor Christine Carnrike
Ald. Matthew Caldwell
Ald. Brian Doliver left at approx. 7:30
Ald. John Deierlein
Ald. Linda Kays-Biviano
Ald. David Zieno
Ald. Robert D. Jeffrey

Also:

Director of Finance/City Clerk Dee DuFour
DPW Superintendent Edward Pepe left at 7:00
Youth Bureau Director Robert Mason
Police Chief Rodney Marsh
EMO A Jones arrived 6:50
Deputy City Clerk Agnes Eaton
Derrick Wilcox, Delaware Engineering
Code Enforcement Officer Amy Donnison
Senior Account Clerk Joan Smith

Media Representative: none

Supervisor Robert M. Jeffrey left at 7:20

Absent

Supervisor James McNeil

Ald. Caldwell called the joint meeting of the Public Works/Public Safety and Finance/Personnel Committees to order at 6:29 p.m. at the Council Chambers.

Approval of Minutes – Ald. Deierlein **moved** to approve the minutes of the February 5, 2019 meeting. Seconded by Ald. Kays-Biviano, approved ayes all.

DPW Department Head Report

HEO Position - E. Pepe reported he would like to promote an employee from an MEO to an HEO. As this was not in the budget, he plans on hiring only 4 summer employees instead of 6 in order to pay for this and the previous employee's promotion to HEO. The person up for the promotion has been with the City 26 years, is a Water Maintainer, and is deserving of the promotion. There was some discussion on the job duties as a Water Maintainer and the job duties of an HEO and whether he is working out of title and is this actually a promotion or a change of job title according to Civil Service Rules. Ald. Caldwell thought this could be accomplished and said he would work with E. Pepe.

LED Street Light Conversion - E. Pepe reported he has researched the LED options as requested in order to be ready when NYSEG finalizes their LED Street Light conversion program. He stated the biggest factor is whether 3,000k (warmer light but not as bright) or 4,000k (white light and very bright) lights are desired and the Lumens for each. His recommendation would be to have the 4,000k in the downtown area and the 3,000k in the rest of the City. He plans on visiting Binghamton, Johnson City and Sherburne to evaluate their lighting since they have already converted their street lights.

Fall/Spring Leaf Pickup - E. Pepe explained that during the Spring and Fall leaf/yard debris pickup the City is charged for plastic bags that they take to the landfill. He reported that the plastic bags are treated as trash, but if they were placed in biodegradable paper bags they could then be treated as yard waste and are environmentally friendly. There was discussion of the extra cost of paper bags to residents and should this begin with the Spring pickup. Also discussed was the possibility of shared services with a municipality that has a vacume truck so that no bags would be needed.

New Water Filter Plant Update - E. Pepe reported that the DEC is taking a second look at the effluent levels and he is optimistic they will make a revision and we will have the permit soon. Derrick Wilcox of Delaware Engineering said the DEC asked for some additional information such as the SEQR form and the negative declaration.

Non-Potable Bulk Water Policy - E. Pepe presented a proposed Non-potable Bulk Water Purchasing Policy. He stated the price of \$20 for 5,000 gallons or less and \$30 for 5,000 or more easily covers the City's costs. D. DuFour and Mayor Carnrike expressed concern that this fee is not enough. Ald. Deierlein asked E. Pepe and Finance discuss a fee that can be agreed upon. E. Pepe stated the fee for potable water is under \$35, therefore non-potable water could not be increased much more than what he is proposing. Sunrise Farms is currently buying potable water at \$35. Ald. Deierlein thought the price of the potable water should be looked at as well.

Screw Pump Repairs - E. Pepe reported that screw pump #2 has been out of service and needs to be repaired. There are 3 screw pumps, 1 of them as a back-up. The cost of the screw pump repair is \$67,000 to \$68,000 which would come from Reserves. D. DuFour said options had been discussed last year, including getting other quotes as the labor cost of the repair is \$30,000. E. Pepe stated that the repair should be done by the manufacturer in order to maintain the warranty. Discussion ensued regarding the cost of a new screw pump versus making a \$68,000 repair.

Ald. Doliver stated that a 5-10 year plan for water and sewer for repairs and equipment replacements should be done.

Mayor Carnrike express concern that 5 months after substantial completion of the Water Treatment Plant which is not yet operating, and the roof has a leak and a faulty solenoid valve. She asked if an extended warranty (originally 12 months) was received due to the plant not being in operation yet.

Correspondence

Rolling Antiquers Annual Car Show – Ald. Deierlein **moved** to recommend the Common Council approve a request from the Rolling Antiquers 54th Annual Car Show for Police, Fire Police and EMS assistance held at the Chenango County Fairgrounds on Memorial Day weekend, May 25 and 26, 2019 from 8 a.m. to 5 p.m. Seconded by Ald. Kays-Biviano, approved ayes all.

Colorscape 2019 – Ald. Kays-Biviano **moved** to recommend the Common Council approve a request from Colorscape Chenango Arts Festival for restricted parking and road closures on September 6, 7, and 8, 2019. 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. Special Event designation is also requested. Seconded by Ald. Deierlein, approved ayes all.

Dairy Day Parade - Ald. Kays-Biviano **moved** to recommend the Common Council approve the request from the Chenango County Dairy Day Committee for Police assistance and road closures during their annual parade and celebration with 5K race on Saturday, June 15, 2019. The 5K Milk Run beginning at 9:00 a.m. will proceed from the Fairgrounds to County Route 32 South, onto Hale St. to Route 12, South Broad, East Main St., finishing at the Fairgrounds with runners on the right-hand side of the roads. The closure of East Main St. from the Fairgrounds infield gate to County Route 32 at 8:55 a.m. to 9:10 a.m. for the beginning of the race. In addition, the parade will line up in the Achieve parking lot and travel on Midland Drive to Maydole St. to the back fairgrounds gate. The use of both sides of the street are requested along with NO PARKING signs the morning of the parade. Seconded by Ald. Zieno, approved ayes all.

25th Annual Parade of Lights – Ald. Deierlein **moved** to recommend the Common Council approve the request from the Parade of Lights Coordinator for Route 12 road closures and barricades from Division St. to Fair St. on Saturday, November 30, 2019. Line-up will begin at 5:30 p.m. with a 6:16 p.m. start. Fire Police and Parade Marshals will be assigned to all line-up entrances and cross streets. Seconded by Ald. Jeffrey, approved ayes all.

Dollars for Scholars Bottle Drive - Ald. Zieno **moved** to recommend the Common Council approve the request from Dollars for Scholars for use of the Firehouse on Sunday, May 5, 2019 from 9 a.m. to noon for a bottle drive. Seconded by Ald. Jeffrey, approved ayes all.

Run Chenango Bottle Drive - Ald. Deierlein **moved** to recommend the Common Council approve the request from Run Chenango for use of the Firehouse on Saturday, June 8, 2019 from 9 a.m. to noon for a bottle drive. Seconded by Ald. Kays-Biviano, approved ayes all.

Valley Heights Christian Academy Walk-a-Thon and 5K Race - Ald. Zieno **moved** to recommend the Common Council approve the request from Valley Heights Christian Academy for a Police escort and intersection blockades at its 17th Annual Walk-a-Thon on May 18, 2019 as they march in parade formation from Tops parking lot to the Fairgrounds. A new addition this year is a 5K race starting from Tops parking lot at 10:00 a.m. which will be followed by the parade. Seconded by Ald. Doliver, approved ayes all.

Department Head Reports

Fire Department

After Prom Committee Bottle drive- Sunday March 17- 11:00 AM to 4:00 PM and Chenango County Rabies Clinic- March 23, 2019 9:30 to 11:00 - This is just a reminder these approved events will be coming up soon.

Town of Norwich- 2019 Contract

Training on CPR Auto-Pulse and Heart Monitors Completed 3/1/19

Held Fire Prevention Presentation at Golden Age - A Jones reported that J. Papelino has been doing public education at the Senior housing facilities due to several fires at those locations.

Red Cross- Sound the Alarm Campaign – A Jones reported that the Red Cross has had a smoke detector program in the past, but, due to NYS law changes taking in effect in April, A Jones is unsure of the current status of the program. He explained the law now requires that smoke detectors must now have a non-removable battery which makes them significantly more expensive. A. Donnison, Code Enforcement Officer, stated that older ones can continue to be used until they no longer work. Stores in NYS may no longer sell the older style after April 1, 2019.

Code Enforcement

5 South Broad St.- Renovations- Laurel Management - A. Donnison reported that Eric Larsen is renovating the property at 5 South Broad St. which is the reason for the dumpster. He will be putting his offices there.

Cleared approximately 60 Sidewalks After Recent Snow - A. Donnison reported that 60 sidewalks were cleared after being identified as being in violation of the City Ordinance after the last snow storm. She has received approximately a dozen complaints in response.

45 Silver St. - A. Donnison reported that flooring is completed, trim and counter tops are done. Hardware, bathroom vanities and toilets are being ordered. The interior is very close to being done.

Dialysis Center- Expects Completion by Early March - A. Donnison reported the Dialysis Center has requested their final inspection of construction. The equipment installation will come next and the project is running on target.

Biviano Lane - A. Donnison reported that 8 lots on Biviano Lane owned by the Norwich Housing Authority have been combined into 4 lots. This will enable the construction of single-family homes which would still need to abide by the 55+ age restriction in place by the Norwich Housing Authority.

2018 Permits and Inspections are up to Date and Filed - A. Donnison reported that with Dale Smith's assistance, permits and inspections are up to date and filed. The short learning curve assisted with speedy training.

Police Department

Update on Hiring of New Officers - R. Marsh stated that it is his intention to hire Tristan Rifanburg as a Police Officer. He is currently attending SUNY Binghamton and has made arrangements with the college to finish his degree on-line in order to attend the Police Academy which begins in April. The swearing-in ceremony will be at the next Common Council meeting.

Update on Patrol Car Purchase - R. Marsh distributed bid information on the purchase of a new Police car. The bid price can will be reduced by using donation funds for the computer and using equipment from the current car, however the cost of the after-market equipment is not known. The lowest bid is \$34,922 for an all-black car with white lettering. A purchase order must be given to the company before an order for the car is placed, therefore he is asking for the transfer from Reserves be done now. There will be up to \$11,000 in equipment added to the price as well. Ald. Deierlein moved to recommend the Common Council approve the transfer. Seconded by Ald. Jeffrey, approved ayes all. Ald. Jeffrey asked if there was a possibility of purple accents to show some Tornado spirit as long as the cost is not great. R. Marsh said he would investigate the possibility.

Finance Department

Jamba Farms Lease – A. Eaton explained that the lease for the Jamba Farms property behind the Waste Water Treatment Plant has expired and needs to be put out for bid. Ald. Deierlein moved to put the lease of Jamba Farms out to bid. Seconded by Ald. Zieno, approved ayes all.

Other Items

DPW, Fire and Police Replacement Vehicle/Equipment Schedules - Mayor Carnrike asks that the Department head work on a minimum of a 5-year plan for the replacement of anticipated equipment replacement. Adding to reserves annually is good, but a "game plan" for replacements is needed.

Feral Cats - Ald. Jeffrey proposed to **move** the Ordinance regarding the feeding of feral cats be moved to the Common Council with the changes previously discussed: leaving items 1,2 and 3, while removing items 4,5, and 6 and set the Public Hearing at a Special Common Council meeting on April 2, 2019. Seconded by Ald. Zieno, approved ayes all.

Ald. Kays-Biviano asked the status of the Human Resources Director and Grants Coordinator positions. Mayor Carnrike stated she has just received 2 Human Resource and 1 Grants Coordinator resumes. She will forward them to the Deputy City Clerk who will ensure that an actual application and not just a resume is received from the candidates.

Executive Session Ald. Deierlein **moved** to enter executive session at 7:32 p.m. to discuss labor negotiations. Seconded by Ald. Jeffrey, approved ayes all

Ald. Caldwell **moved** to exit executive session at 8:23 p.m. Seconded by Ald. Deierlein, approved ayes all

Ald. Caldwell announced the ratification vote of the CSEA Admin MOA presented to the Council 2 weeks ago where no action was taken. On a roll call vote, defeated, 1-4 with Ald. Jeffrey voting aye.

Adjournment

Ald. Deierlein **moved** to adjourn the Joint Committee Meeting at 8:30 p.m. Seconded by Ald. Kays-Biviano, approved ayes all