

COMMON COUNCIL

AGENDA  
September 17, 2019  
6:30 PM

Call To Order

Pledge of Allegiance

Invocation

Approval of minutes of the special meeting of August 7, 2019 and the regular meeting of August 20, 2019

Open Forum

Public Hearing – To hear public comments relative to the sale of One City Plaza

Correspondence

- ◆ Purple Pumpkins in the Park
- ◆ YMCA Halloween Parade

Department, Board and Commission Reports

- ◆ Youth Bureau Minutes – September
- ◆ Finance Report - August
- ◆ Fire Department Report - August

Ward Reports

Motions

- ◆ DOH Rabies Clinic
- ◆ Set Trick or Treat Hours

Resolutions

- ◆ Authorizing Elimination of Stipend for the Director of Finance/City Clerk
- ◆ Change Director of Human Resources Title From Non-Unit to Department Head
- ◆ Authorizing Agreements With Towns for Youth Recreations Services
- ◆ Appointment of Firefighter
- ◆ Authorizing Transfer for Ambulance Repair
- ◆ Authorizing Purchase of Sampling Equipment for the WWTP

Other

- ◆ Recruitment Bonus Policy Status

Payment of August 2019 Bills

Executive Session (if needed)

Adjournment

### Correspondence

- ◆ **Purple Pumpkins in the Park** - Ald. \_\_\_\_\_ **moved** to approve a request from the Liberty Resource's Help Restore Hope Center for special event designation for a new event, Purple Pumpkins in the Park, in order to raise awareness of domestic violence and sexual assault in the community. Proceeds from the event will be used to assist victims with leaving domestic violence situations. The event will be held in East and West Parks on October 26, 2019 from 10:00 a.m. to 9:00 p.m. with the closure of East Park Place to traffic. Seconded by Ald. \_\_\_\_\_, approved ayes all.
- ◆ **(Pending Letter) YMCA Halloween Parade** – Ald. \_\_\_\_\_ **moved** to approve a request from the Norwich YMCA for a Police escort and road closures for the Annual Halloween Parade on October 26, 2019 at 11:00 a.m. Road Closures are requested beginning at South Broad St. and Beebe Ave. to North Broad St. at Howard Johnson's where the parade will conclude. Seconded by Ald. \_\_\_\_\_, approved ayes all.

### Motions

- ◆ **DOH Rabies Clinic** – Ald. \_\_\_\_\_ **moved** to approve the request from Chenango County DOH for use of the Firehouse for a rabies clinic on December 7, 2019 from 9:30 a.m. to 11:00 a.m. Seconded by Ald. \_\_\_\_\_, approved ayes all.
- ◆ **Designating Trick or Treat Hours** – Ald. \_\_\_\_\_ **moved** to designate Trick or Treat night as Thursday, October 31, 2019 from 5:30 p.m. to 8:00 p.m. Seconded by Ald. \_\_\_\_\_, approved ayes all.

### Resolutions

#### **RESOLUTION # - 2019                      AUTHORIZING ELIMINATION OF STIPEND FOR DIRECTOR OF FINANCE/CITY CLERK**

Ald. \_\_\_\_\_ introduced the following and **moved** its adoption:

WHEREAS, a Director of Human Resources was hired as of May 28, 2019; and

WHEREAS, the Director of Finance/City Clerk has been receiving a stipend for temporary additional responsibility for the ongoing operations of departments in addition to the Finance Department and the City Clerk's Office; and

WHEREAS, the Director of Human Resources has been working diligently for three months; and

WHEREAS, the Director of Finance/City Clerk has made the recommendation to eliminate the stipend and the Joint Committee has agreed with the recommendation; now therefore be it

RESOLVED, that the Director of Finance/City Clerk stipend of \$100 per week be discontinued as of August 30, 2019.

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

#### **RESOLUTION # - 2019                      CHANGE DIRECTOR OF HUMAN RESOURCES TITLE FROM NON-UNIT TO DEPARTMENT HEAD**

Ald. \_\_\_\_\_ introduced the following and **moved** its adoption:

WHEREAS, the position of Director of Human Resources prior to May 28, 2019 had been a Department Head; and

WHEREAS, the position of Director of Human Resources has been a Non-Unit position since May 28, 2019 and;

WHEREAS, the Joint Committee has made a recommendation to revert the Director of Human Resources position back to Department Head status, now, therefore be it

RESOLVED, that the Director of Human Resources position is moved from Non-Unit to Department Head status effective September 18, 2019.

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

**RESOLUTION # - 2019**

**AUTHORIZING AGREEMENTS WITH TOWNS FOR YOUTH RECREATION SERVICES**

Ald. \_\_\_\_\_ introduced the following and **moved** its adoption:

WHEREAS, the City has reached agreements with the Towns of North Norwich, Norwich, Plymouth, Preston and Pharsalia to provide youth recreation services to the residents of such towns for a lump sum per town, without individual charges being made to such participants; now, therefore be it

RESOLVED, that the Mayor be and hereby is authorized, under the direction of the City Attorney, to sign agreements with the Towns of North Norwich, Norwich, Plymouth, Preston and Pharsalia to provide youth recreation services to residents of such towns during the 2020 fiscal year.

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

**RESOLUTION # - 2019**

**APPOINTMENT OF FIREFIGHTER**

Ald. \_\_\_\_\_ introduced the following and **moved** its adoption:

WHEREAS, a vacancy exists in the position of firefighter in the Norwich Fire Department, and;

WHEREAS, the Fire Chief has recommended the appointment of Dennis Smith of Norwich, NY, to such position; now, therefore be it

RESOLVED, that Dennis Smith of Norwich, NY, be and hereby is granted a provisional appointment as firefighter in the Norwich Fire Department at the entry level contingent upon successfully passing the required medical and psychological examinations; and further be it

RESOLVED, that permanent appointment is contingent upon completion of 229 Certification within 18 months of his date of hire as a Firefighter.

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

**RESOLUTION # -2019**

**AUTHORIZING PURCHASE AND TRANSFER OF FUNDS FOR AMBULANCE REPAIR**

Ald. \_\_\_\_\_ introduced the following and **moved** its adoption:

WHEREAS, ambulance #2393 needs significant engine repairs; and

WHEREAS, a recommendation was made by a repair shop to purchase a new long block; and

WHEREAS, the Superintendent and Fire Chief have agreed with the recommendation for the purchase of a new long block for \$17,160.97; and

WHEREAS, a transfer from Capital Reserves is required to pay for such new purchase; and

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

RESOLVED, that the purchase of a long block for ambulance #2393 at the price of \$17,160.97 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 2019 General Fund budget:

| <u>From:</u>          |                                        |               |
|-----------------------|----------------------------------------|---------------|
| <u>Account Number</u> | <u>Name</u>                            | <u>Amount</u> |
| HR22                  | Capital Reserves – Ambulance Equipment | \$17,160.97   |

| <u>To:</u>            |                                          |               |
|-----------------------|------------------------------------------|---------------|
| <u>Account Number</u> | <u>Name</u>                              | <u>Amount</u> |
| A5110.4040            | Transportation – Repairs and Maintenance | \$17,160.97   |

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

**RESOLUTION # -2019**

**AUTHORIZING PURCHASE OF SAMPLING EQUIPMENT AT WASTE WATER TREATMENT PLANT**

Ald. \_\_\_\_\_ introduced the following and **moved** its adoption:

WHEREAS, the DEC now requires samples at the WWTP to be refrigerated; and

WHEREAS, the WWTP has no refrigerated samplers; and

WHEREAS, the DPW Superintendent has obtained quotes for two samplers; and

WHEREAS, funds for the two sampler purchases in the total amount of \$15,279 are in the 2019 budget; and

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

RESOLVED, that the purchase of two samplers for the Waste Water Treatment Plant for \$15,279 is hereby approved.

| <u>From:</u>          |                                              |               |
|-----------------------|----------------------------------------------|---------------|
| <u>Account Number</u> | <u>Name</u>                                  | <u>Amount</u> |
| G8130.4060            | Treatment & Disposal – Repairs & Maintenance | \$15,279      |

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

**Payment of September 2019 Bills**

Ald. \_\_\_\_\_ **moved** to pay the September 2019 bills after proper audit and certification.

|                             | <u>Prepaid</u>      | <u>0917/2019</u>   | <u>Grand Total</u>  |
|-----------------------------|---------------------|--------------------|---------------------|
| General Fund                | \$254,725.65        | \$28,562.17        | \$ 283,287.82       |
| Sewer Fund                  | 15,044.99           | 5,824.95           | 20,869.94           |
| Water Fund                  | 20,115.44           | 4,392.37           | 24,507.81           |
| Trust                       | 27,740.60           | -                  | 27,740.60           |
| Comm. Dev. - Special Grants | 958.40              | -                  | 958.40              |
| <b>TOTALS</b>               | <b>\$318,585.08</b> | <b>\$38,779.49</b> | <b>\$357,364.57</b> |

Seconded by Ald. \_\_\_\_\_ and duly adopted \_\_\_\_\_.