

COMMON COUNCIL
AGENDA

Held at
One Court Plaza
October 20, 2020
6:30 PM

Please be aware that **everyone must wear a mask into the building**. Chairs will be spaced 6' apart and attendance for the public will be capped at seven to comply with social distancing and capacity guidelines. **It is strongly suggested that members of the public who are planning on attending call 607-334-1201 by 5:00 p.m. or by email at aeaton@norwichnewyork.net the day of the meeting to help determine if capacity will be reached or to submit comment for Open Forum if not attending in person.** Once capacity is reached, you will not be allowed entrance. You will need to sign in and give contact information for contact tracing purposes if it becomes necessary to reach you. Hand sanitizer will be available at the door. You are encouraged to view the meeting via the City's Facebook page at <https://www.facebook.com/NorwichNewYork/>

Call To Order

Pledge of Allegiance

Invocation

Approval of minutes of the regular meeting of September 15 and the special meeting of September 22, 2020.

Open Forum

Department, Board and Commission Reports

Water Commission Minutes – October and November of 2019

Traffic Commission Minutes – September and October

Planning Commission Minutes – September

Civil Service Commission Minutes – September

Youth Board Minutes – October

Parks Commission Minutes - July

Police Reform Board Minutes – October 7 and October 14

Youth Bureau Report – 3rd Quarter

Human Resource Report – May, June and July

Fire Department Report – August and September

Police Department Report – August

Finance Department Report – August and September

Mayoral Appointments

Community Advisory Board (for Police Reform) (undetermined term)

District Attorney Michael Ferrarese

Public Defender Zack Wentworth

Pastor Jen Westervelt

Adrienne Zornow

Dave Jennings

Melody Girgenti

Ruth Roberts

Rosemary Richards

Vincent Nucero

Melissa Beers

Ward Reports

- ◆ **Designating Trick or Treat Hours** – Mayor Sastri announces Trick or Treat as Saturday, October 31, 2020 from 5:30 p.m. to 8:00 p.m.

Motions

- ◆ Letter to Chenango County Regarding EMS Services
- ◆ Plaque at Tree Planting by Daisy Troup 30187
- ◆ Dog Waste Bag Station at Bruchausen Park

Resolutions

- ◆ Authorizing Mayor to Sign 2021 Animal Shelter Agreement with Chenango County SPCA
- ◆ Authorizing Mayor to Sign Agreements with Towns for Youth Recreation Services
- ◆ Authorizing Change Order for Firehouse Roof Replacement Project and Transfer of Funds
- ◆ Authorizing Change Order for 2020 Grinding and Paving Program
- ◆ Acceptance of Grant Award – NYS DCJS LiveScan Grant, Authorizing Purchase and Transfer of Funds
- ◆ Authorizing Transfer of Funds for Lexipol
- ◆ SEQRA Determination of Non-Significance Concerning WWTP Nutrient Removal Study and Engineering Proposals
- ◆ Rescinding the Name Change of Auburn Park to Carnrike Park
- ◆ Authorizing Transfer of Funds for Human Resources Contracted Services
- ◆ Authorizing Transfer of Funds for Ferno Ambulance Stretcher and Stair Chair

Payment of October 2020 Bills

Executive Session – To discuss the employment history of a particular individual

Adjournment

Motions

- ◆ **Letter to Chenango County Regarding EMS Services** – Ald. ____ moved to authorize sending a letter to Chenango County regarding EMS Services provided by the City of Norwich. Seconded by Ald. _____, approved ayes all.
- ◆ **Plaque at Tree Planting by Daisy Troup 30187** – Ald. ____ moved to approve that a plaque saying “Planted by Daisy Troop 30187” be placed at a tree the troop will be planting in a City park. Seconded by Ald. _____, approved ayes all.
- ◆ **Dog Waste Bag Station at Bruchausen Park** – Ald. ____ moved to approve that a dog waste bag station be placed in Bruchausen Park. Seconded by Ald. _____, approved ayes all.

Resolutions

RESOLUTION # -2020

AUTHORIZING MAYOR TO SIGN 2021 ANIMAL SHELTER AGREEMENT WITH CHENANGO COUNTY SPCA

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

WHEREAS, the Chenango County SPCA provides certain services to the City of Norwich; 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 the Chenango County SPCA, to provide services per the 2021 Animal Shelter Agreement.

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

RESOLUTION # - 2020

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 2021 fiscal year.

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

RESOLUTION # -2020

AUTHORIZING CHANGE ORDER FOR FIREHOUSE ROOF REPLACEMENT PROJECT AND TRANSFER OF FUNDS

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

WHEREAS, a bid was awarded in August 18, 2020 to A-1 Construction & Painting of Tonawanda, NY for the replacement of the Firehouse Roof (the “Project”); and

WHEREAS, during the roof replacement, extensive replacement of plywood was necessary, requiring additional work and purchase of materials which were unforeseen and incurring a cost increase of \$52,950; now, therefore be it

RESOLVED, that a Change Order in the amount of \$52,950 as an addition to the originally awarded Project be and hereby is 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 2020 Budget:

<u>From:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
HR33-878	Capital Reserves – Municipal Buildings	\$52,950

<u>To:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
H36-3497.4020	Fire Station Roof Replacement	\$52,950

Seconded by Ald. _____, and duly (adopted / defeated), _____, on a roll call vote.

RESOLUTION # -2020 AUTHORIZING CHANGE ORDER FOR 2020 GRINDING & PAVING PROGRAM

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

WHEREAS, a bid was awarded in May 19, 2020 to Lancaster Development of Richmondville, NY for the 2020 Street Grinding and Paving Project (the “Project”); and

WHEREAS, during the Project, additional asphalt was needed requiring additional asphalt material beyond the original project scope, incurring a cost increase of \$8,449.73; now, therefore be it

RESOLVED, that a Change Order in the amount of \$8,449.73 as an addition to the originally awarded Project be and hereby is 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 2020 Budget:

<u>From:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
H93-909	Street Paving – Capital Projects	\$52,950

<u>To:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
H93-5122.4042	Streets	\$52,950

Seconded by Ald. _____, and duly (adopted / defeated), _____, on a roll call vote.

RESOLUTION # -2020 ACCEPTANCE OF GRANT AWARD - 2020 NYS DCJS LIVESCAN GRANT, AUTHORIZING PURCHASE AND TRANSFER OF FUNDS

Ald. _____ introduced the following and moved its adoption:

WHEREAS, the City has been awarded a grant through the NYS Division of Criminal Justice Service (DCJS) for \$9,800 with 50% matching funds to replace outdated/end of live LiveScan equipment; and

WHEREAS, funds are provided from the Federal Fiscal Year 2019 NYS National Criminal History Improvement Program; and

WHEREAS, quotes have been received and recommended by the Chief of Police; and

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

RESOLVED, that the awarded grant for \$9,800 from NYS DCJS be accepted; and further be it

RESOLVED, the purchase of LiveScan equipment from iTouch Biometrics in the amount of \$17,312 is approved; and, further be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfers in the 2020 Budget in order to fund the obligations of the City of Norwich under this grant.

<u>From:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
HR21	Police Equipment - Reserves	\$17,312

<u>To:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A3120.2100	Equipment	\$17,312

Seconded by Ald. _____, and duly (adopted / defeated) , _____, on a roll call vote.

RESOLUTION # -2020 AUTHORIZING TRANSFER OF FUNDS FOR LEXIPOL

Ald. _____ introduced the following and moved its adoption:

WHEREAS, the Common Council approved the authorization entering into an agreement with Lexipol on September 15, 2020 to assist with policies and training related to Police Reform; and

WHEREAS, the \$19,399 necessary for the agreement necessitate a transfer;

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

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfers in the 2020 Budget:

<u>From:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A3120.4060	Supplies and Materials	\$19,399

<u>To:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A3120.4020	Contracted Services	\$19,399

Seconded by Ald. _____, and duly (adopted / defeated) , _____, on a roll call vote.

RESOLUTION # -2020 SEQRA DETERMINATION OF NON-SIGNIFICANCE CONCERNING WWTP NUTRIENT REMOVAL STUDY AND ENGINEERING PROPOSALS

Ald. _____ introduced the following and moved its adoption:

WHEREAS, the City of Norwich has undertaken the study of nutrient removal and engineering proposals at the Waste Water Treatment Plan;

WHEREAS, Title 6 of the New York Code of Rules and Regulations (6 NYCRR) Section 617.5 under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law; now, therefore be it

RESOLVED that the City of Norwich hereby determines that the proposed WWTP Nutrient Removal Study is a Type II action in accordance with 6 NYCRR Section 617.5(c) (27) which constitutes “conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, provided those activities do not commit the agency to commence, engage in or approve such action”; and further 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 and is therefore not subject to further review under 6 NYCRR Part 617.

Seconded by Ald. _____ and duly adopted _____.

RESOLUTION # -2020

RESCINDING THE NAME CHANGE OF AUBURN PARK TO CARNRIKE PARK

Ald. _____ introduced the following and moved its adoption:

WHEREAS, the Parks Commission recommended the name change of Auburn Park to Carnrike Park due to the anticipated donation of land from a member of the Carnrike family to increase the size of the park; and

WHEREAS, on December 17, 2019 the Common Council authorized the name change of Auburn Park to Carnrike Park; and

WHEREAS, the donation of said property was never done and the sign was never changed; and

WHEREAS, Parks Commission is recommending the name of the park remain Auburn Park; now, therefore be it

RESOLVED, that the name change previously approved on December 17, 2019 to Carnrike Park is hereby rescinded; and further be it

RESOLVED, that the name of the park shall remain Auburn Park.

Seconded by Ald. _____ and duly adopted _____.

RESOLUTION # -2020

**AUTHORIZING TRANSFER OF FUNDS FOR HUMAN RESOURCES
CONTRACTED SERVICES**

Ald. _____ introduced the following and moved its adoption:

WHEREAS, additional expenses for contracted services has increased and additional funds will be necessary for reach the end of the year; and

WHEREAS, the Director of Human Resources is requesting a transfer of \$20,000 to cover those expenses;

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

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfers in the 2020 Budget:

<u>From:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A		\$20,000
<u>To:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A3120.4020	Contracted Services	\$20,000

Seconded by Ald. _____, and duly (adopted / defeated) , _____, on a roll call vote.

RESOLUTION # -2020

**AUTHORIZING TRANSFER FOR FERNO AMUBLANCE STRETCHER AND
STAIR CHAIR**

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

WHEREAS, the purchase of a Ferno Stretcher and Stair Chair were approved on September 19, 2020; and

WHEREAS, \$23,864.76 needs to be transferred; now, therefore be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfers in the 2020 Budget:

<u>From:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
		\$23,864.76

<u>To:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A3401.2101	Ambulance Equipment	\$23,864.76

Seconded by Ald. _____, and duly (adopted / defeated) , _____, on a roll call vote.

Payment of October 2020 Bills

Ald. _____ **moved** to pay the October 2020 bills after proper audit and certification.

		<u>Prepaid</u>	<u>10/20/2020</u>	<u>Grand Total</u>
General Fund		\$160,807.48	\$42,610.15	\$203,417.63
Sewer Fund		37,212.51	22,695.42	59,907.93
Water Fund		49,984.94	9,520.54	59,505.48
Trust		44,224.32	-	44,224.32
Debt Service			-	
Comm. Dev. - Special Grants		2,812.50	-	2,812.50
Capital Projects		333,550.35	-	333,550.35
TOTALS		\$628,592.10	\$74,826.11	\$703,418.21

Seconded by Ald. _____ and duly adopted _____.