

COMMON COUNCIL
AGENDA

Held at
One Court Plaza
June 15, 2021
6:00 PM

Please be aware that **everyone must wear a mask into the building**. Chairs will be spaced 6' apart to comply with social distancing and capacity guidelines. 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 May 18, 2021

Presentation

Public Hearing

Open Forum

Correspondence

- ◆ CV Free Church Porch Fest
- ◆ Park Place Restaurant Alcohol Sales during Summer Concert Series

Mayoral Appointment

Water Commission

- ◆ *John Kolb, 23 Beebe Avenue, appointed to a three-year term expiring December 31, 2023.*

Department, Board and Commission Reports

- ◆ Traffic Commission Minutes – May
- ◆ Water Commission Minutes – April
- ◆ Parks Commission Minutes – April
- ◆ Youth Bureau Minutes - June
- ◆ Planning Commission Minutes – January, February
- ◆ Finance Department Report – April
- ◆ Fire Department Report - May

Ward Reports

Motions

- ◆ Set Public Hearing for Proposed Ordinance Change – Chapter 465 Signs

Resolutions

- ◆ Awarding Bid and Authorizing Transfer of Funds – Mini Excavator
- ◆ Awarding Bid and Authorizing Transfer for Two Plow Trucks
- ◆ Authorizing Change Order for the 2021 Grinding & Paving Program
- ◆ Authorizing Transfer For Patrol Car Computer

- ◆ Authorizing Transfer of Funds for the Lead Service Line Replacement Capital Project
- ◆ Authorizing Supplemental Transfers To Capital Reserves From General Funds
- ◆ Adopting Proposed Ordinance No. (A) of 2021 – Amending Chapter 376 Parks and Recreation

Payment of June 2021 Bills

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

Adjournment

Correspondence

- ◆ **CV Free Church Porch Fest** – Ald. _____ **moved** to approve the request from CV Free Church for the partial road closure of Mechanic St. beginning at Silver St. from 6:30 p.m. to 8:00 p.m. on Wednesdays beginning June 23rd to September 1st 2021 during their Porch Fest events. Seconded by Ald. _____, approved/denied.
- ◆ **Park Place Restaurant** – Ald. _____ **moved** to approve the request from Park Place Restaurant for alcohol sales from 6:00 p.m. to 11:00 p.m. in a roped-off area in front of the restaurant for the Summer Concert Series held Thursday evenings in July and August subject to any State or County Health regulations. Seconded by Ald. _____, approved ayes all.

Motions

- ◆ **Set Public Hearing for July 20, 2021 – Chapter 465 Signs** – Ald. _____ **moved** to set a Public Hearing on July 20, 2021 at 6:30 p.m. to hear public comment related to Chapter 465 Signs to change the regulation of political signs.

Proposed
ORDINANCE NO. (B)
OF 2021

AN ORDINANCE AMENDING CHAPTER 465 SIGNS
OF THE CITY OF NORWICH

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

Article II: General Provisions

465-6. Signs Not Requiring Permits.

The following types of signs are exempt from permit requirements but must be in conformance with all other requirements of this chapter:

- D. Political signs. ~~One political sign per lot,~~ **Political signage** not to exceed four square feet in sign area per sign. Such signs ~~shall not be erected more than 30 days prior to the election or referendum concerned and~~ shall be removed within seven days following such election or referendum. Political signs may be placed only on private property and only with the permission of the property owner, **not on City property.**

Article III: Regulation of On-Premises Signs by Zone

465-11. Signs Permitted In All Zones.

The following signs are allowed in all zones:

- D. Political signs. ~~One political sign per lot,~~ **Political signage** not to exceed four square feet in sign area per sign. Such signs ~~shall not be erected more than 30 days prior to the election or referendum concerned and~~ shall be removed within seven days following such election or referendum. Political signs may be placed only on private property and only with the permission of the property owner, **not on City property.**

Article VIII Terminology

465-35 Definitions:

Political Sign -A temporary sign used in connection with a local, state, or national election or referendum.

Underlined and Italic is new material.

Resolutions

RESOLUTION # - 2021

AWARDING BID AND AUTHORIZING TRANSFER OF FUNDS – MINI EXCAVATOR

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

WHEREAS, bids for a new Mini Excavator were opened on May 28, 2021; and

WHEREAS, the Department of Public Works, and the Joint Committees have made certain recommendations; now, therefore be it

RESOLVED, that the bid for a new Mini Excavator be awarded to the lowest qualified bidder meeting specifications, Alta Construction of Syracuse, NY, in the grand total amount of \$69,995; and further be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer in the 2021 Budget:

From:

<u>Account Number:</u>	<u>Name:</u>	<u>Amount:</u>
HR28-878	Capital Reserve – Highway Equipment	\$ 34,977.50
HR42-878	Capital Reserve – Sewer Equipment	\$ 34,977.50

To:

<u>Account Number:</u>	<u>Name:</u>	<u>Amount:</u>
F8340.2100	Equipment – Distribution	\$ 34,977.50
G8130.2100	Equipment – Treatment & Disposal	\$ 34,977.50

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

RESOLUTION # - 2021

AWARDING BID AND AUTHORIZING TRANSFER FOR TWO PLOW TRUCKS

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

WHEREAS, bids for two (2) plow trucks were opened on Jun3 1, 2021; and

WHEREAS, the Department of Public Works, and the Joint Committees have made certain recommendations; now, therefore be it

RESOLVED, that the bid for two (2) F-600 Plow Trucks be awarded to the lowest qualified bidder meeting specifications, Ferrario Ford of Elmira, NY, in the total amount of \$169,614; and further be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer in the 2021 Budget:

From:

<u>Account Number:</u>	<u>Name:</u>	<u>Amount:</u>
HR 26-878	Capital Reserve – Highway Equipment	\$ 169,614

To:

<u>Account Number:</u>	<u>Name:</u>	<u>Amount:</u>
A5142.2100	Equipment - Snow and Ice	\$ 169,614

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

RESOLUTION # - 2021

AUTHORIZING CHANGE ORDER FOR THE 2021 GRINDING & PAVING PROGRAM

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

WHEREAS, bids for the 2021 Street Rehabilitation Program were opened on April 27, 2021; and

WHEREAS, the bid was awarded to Broome Bituminous Products, of Vestal, NY at the May 18, 2021 Common Council meeting; and

WHEREAS, funds are currently available through the New York State Touring Route program for the paving of touring routes in the City; and

WHEREAS, the addition of Rexford Street to the 2021 paving schedule would take advantage of the Touring Route funds; now, therefore be it

RESOLVED, that a change order is authorized to add Rexford Street to the 2021 Grinding and Paving Program in order to take advantage of the New York State Touring Route funding.

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

RESOLUTION # - 2021

AUTHORIZING TRANSFER FOR PATROL CAR COMPUTER

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

WHEREAS, a new computer for the new patrol car is needed at a cost of \$7,954.28; and

WHEREAS, funds are available from the United States Marshal seizure account; and

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

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer of \$7,954.28 for the purchase of a new computer for the new patrol car in the General Fund Budget.

From:

<u>Account Number:</u>	<u>Name:</u>	<u>Amount:</u>
A889	Police Reserves - Miscellaneous	\$ 7,954.28

To:

<u>Account Number:</u>	<u>Name:</u>	<u>Amount:</u>
A3120.2100	Police - Equipment	\$ 7,954.28

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

RESOLUTION # - 2021

AUTHORIZING TRANSFER OF FUNDS FOR LEAD SERVICE LINE REPLACEMENT CAPITAL PROJECT

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

WHEREAS, grant funds in the amount of \$528,750 were awarded from New York State Department of Health for the Lead Service Line Replacement Project; and

WHEREAS, Capital Reserve Water Main Replacement funds will be needed until reimbursement is received from the grant funds awarded; now, therefore be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer of \$500,000 to establish the Lead Service Line Replacement Project account in the 2021 Budget:

From:

<u>Account Number:</u>	<u>Name:</u>	<u>Amount:</u>
HR31-878	Capital Reserve - Water Main Replacement	\$500,000

To:

<u>Account Number:</u>	<u>Name:</u>	<u>Amount:</u>
H37-909	Lead Service Line Replacement Capital Project	\$500,000

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

**RESOLUTION # - 2021 AUTHORIZING SUPPLEMENTAL TRANSFERS TO CAPITAL RESERVES
FROM GENERAL FUNDS**

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

WHEREAS, transfers provided in the 2021 budgets, are required in capital reserves to meet future needs for municipal buildings, Police, Ambulance, Fire, Highway, Water and Sewer equipment, the Skateboard Park, employee benefits, Water repairs and upgrades, and Water Main Replacements; and

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

RESOLVED, that the Director of Finance be and hereby is authorized to make supplemental transfers, in addition to transfers provided in the 2021 budgets, up to the following amounts and in compliance with all applicable laws and regulations.

From:

<u>Account Number:</u>	<u>Name:</u>	<u>Amount:</u>
A909	General Fund Balance	\$1,148,000

To:

<u>Account Number:</u>	<u>Name:</u>	<u>Amount:</u>
HR33	Capital Reserves – Municipal Buildings	\$ 135,000
HR21	Capital Reserves – Police Equipment	\$ 130,000
HR22	Capital Reserves – Ambulance Equipment	\$ 198,000
HR32	Capital Reserves – Fire Equipment	\$ 300,000
HR26	Capital Reserves – Highway Equipment	\$ 160,000
HR18	Capital Reserves – Skateboard Park	\$ 25,000
BR827	Employee Benefits Reserves	<u>\$ 200,000</u>
		\$1,148,000

From:

<u>Account Number:</u>	<u>Name:</u>	<u>Amount:</u>
G909	Sewer Fund Balance	\$ 300,000

<u>To:</u>		
<u>Account Number:</u>	<u>Name:</u>	<u>Amount:</u>
HR42	Capital Reserves – Sewer Equipment	\$ 300,000

<u>From:</u>		
<u>Account Number:</u>	<u>Name:</u>	<u>Amount:</u>
F909	Water Fund Balance	\$ 500,000

<u>To:</u>		
<u>Account Number:</u>	<u>Name:</u>	<u>Amount:</u>
HR28	Capital Reserves – Water Equipment	\$ 100,000
HR29	Capital Reserves – Water Repair	\$ 100,000
HR30	Capital Reserves – Water Upgrade	\$ 100,000
HR31	Capital Reserves – Water Main Replacement	\$ 200,000
		\$ 500,000

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

RESOLUTION # - 2021 ADOPTING PROPOSED ORDINANCE NO. (A) OF 2021 - AMENDING CHAPTER 376 PARKS AND RECREATION AREAS

Ald. _____ introduced the following and moved its adoption:

WHEREAS, the Common Council received proposed Ordinance No. (A) of 2021 on May 18, 2021, Chapter 376 Parks and Recreation to amend the hours of operation of the Baker Dog Park; and

WHEREAS, a public hearing was held on June 15, 2021, in connection with said proposed ordinance now, therefore be it

RESOLVED, that Ordinance No. (A) of 2021 to amend Chapter 376 Parks and Recreation, as presented to the Common Council on May 18, 2021, be and hereby is adopted, and is hereby designated as Ordinance No. 1 of 2021.

**ORDINANCE NO. (1)
OF 2021**

**AN ORDINANCE AMENDING CHAPTER 376 PARKS AND RECREATION AREAS
OF THE CITY OF NORWICH**

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

Article I Closing Hours

[Adopted 6-28-1960 (Ch. 64, § 64-2, of the 1967 Code)]

§ 376-1 Hours; exemptions.

[Amended 9-22-1981 by Ord. No. 2-1981; 12-19-2000 by Ord. No. 6-2000]

A.

With the exception of Weiler Park, ~~and~~ Gordon Park and Baker Dog Park, all parks in the City of Norwich will be closed to the public from dusk until dawn. Weiler Park and Gordon Park shall be closed from 10:00 p.m. until dawn and Baker Dog Park shall be closed from dusk to 8:00 a.m.

[Amended 8-7-2019 by Ord. No. 2-2019]

B.

Exemptions may be granted for special events designated by the Common Council.

Underlined and Italic is new material.

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

Payment of June 2021 Bills

Ald. _____ **moved** to pay the June 2021 bills after proper audit and certification.

	<u>Prepaid</u>	<u>6/15/2021</u>	<u>Grand Total</u>
General Fund	\$1,056,896.58	\$32,340.13	\$1,089,236.71
Sewer Fund	47,294.02	52,037.52	99,331.54
Water Fund	39,951.40	12,467.62	52,419.02
Trust	29,973.37	-	29,973.37
Debt Service		-	
Comm. Dev. - Special Grants		-	
Capital Projects		-	
TOTALS	\$1,174,115.37	\$96,845.27	\$1,270,960.64

Seconded by Ald. _____ and duly adopted _____.