City of Norwich, Department of Finance

One City Plaza
Norwich, New York 13815
(607) 334-1230

Minutes

Finance/Personnel Committee Meeting of March 1, 2006

Present:
Ald. Maiurano
Ald. Schermerhorn
Ald. Jeffrey (6:44)

Also Present:
Director of Finance, William J. Roberts
Human Resources Director, Deborah DeForest
Fire Chief, John Tighe
Carl Ivarson, Superintendent of Public Works
Ald. Bresina
Ald. Williams
EMO A. Jones
Deputy Clerk Darlene Colaso

Call To Order:

The meeting was held in the Council chambers at One Court Plaza and called to order at 6:12 p.m. by Ald. Maiurano.

Approval of Minutes: Regular Meeting of January 4, 2006:

Ald. Schermerhorn **moved** to approve the minutes from the regular meeting of January 31, 2006. Seconded by Ald. Maiurano, and duly adopted ayes all.

Community & Economic Development Projects & Funds:

Hayes Office Products Building Renovations Proposal

William Roberts, Director of Finance/City Clerk, reported on Chris Hayes' proposed project to add an exterior elevator to his building on the corner of Broad and East Main Street. This initial proposal was reviewed by the Public Safety/Public Works Committee and now needs to be looked at from a Finance Committee perspective. While Roberts reiterated that this was still in the formative stages, Hayes' goal is to expand the use of the upper floor, utilizing 2-3 parking spaces from the municipal parking lot. Roberts stated that should this project be approved, the City would need to title transfer a piece of land in the parking lot to Hayes through the LDC.

C. Ivarson, Superintendent of Public Works, reiterated that a lot of information is needed prior to considering this project for approval, stressing that traffic flow is a major factor. Ald. Maiurano asked if this should be brought before the Traffic Commission. Roberts added that from a Finance perspective, Hayes made the point that this new addition will improve the value of the building, thus raising the assessment value and increasing tax revenue, adding that the increased business anticipated will increase sales tax revenue as well: Although no numbers have been discussed, in general, it would benefit the City.

A discussion ensued as to the potential parking lot issues in depleting three spaces and adding a large exterior structure. Ivarson's primary concern is the traffic flow patterns with the diagonal spaces and the fact that delivery trucks need access to that back area as well. Ivarson added that someone had asked about why the elevator isn't being constructed in the back of the building. Chief Tighe answered that question, by stating that it would block access to the rear entrances of the other businesses that front Broad Street. Ald. Williams mentioned that as a former retailer, she is concerned about the proposed loss of three parking spaces, citing the additional strain tenants and customers would add if occupying the upper portion of Hayes' building. Ald. Williams wanted to know if Hayes had a plan to replace the three spaces.

A brief discussion ensued as to the viability of creating more parking spaces with some of the portions in the front that are landscaped. Ald. Maiurano pointed out that Ald. Bresina had voiced a concern about the precedent this could set for other businesses who may want to install exterior elevators at the expense of City property. Ivarson stressed that Hayes needs to provide more detailed information before a decision could be made.

Public Safety Items

Fire & Ambulance Contracts with Town

Ald. Mauriano introduced this item noting that the contract with the Town is up at the end of 2006, adding that there is a meeting with the Town at 7:30 a.m. next Monday morning. A handout was noted as a source of reference and W. Roberts pointed out that in the basic contract, the only change we're proposing is the rates. On the schedule distributed, if you look at the Consumer Price Index inflation indicator, the last five years, the average on the price index is around 3% (increase each year) as far as what we charge the town. What Roberts projects over the next five years, 2007-2011, is that the CPI will be in the low 4% range. So if we continue to increase our rate by ~3% each year, that certainly has to be very reasonable to the town, as we're increasing at such a modest rate. The other point to make is that because the retirement system mushroomed and health insurance cost has had an impact, our actual cost has increased; despite this, we have increased the town's rate very little. Roberts stated that unless we decide to change the level of service, there's isn't any way to reduce the cost significantly enough to be able to reduce the fees.

Ald. Schermerhorn asked if the Town receives the same services as the City and further questioned providing services to the town. Ald. Schermerhorn wanted to know about the level of activity we have with the town, if we respond less or more to the town as we do in the City: Chief Tighe responded that we respond with the same protection. Roberts reported that revenues are flat, they're not changing at all, and although we have had a growth in sales tax revenues, they are very slight. We've been doing a lot of lobbying to the governor and the legislature, as well as through NYCOM, to get increases in state aid revenue sharing. The state collects a lot of income and sales tax revenue and it's supposed to be redistributed back to where it originated, to some extent. Increases in costs of the fire department also have an impact. Ald. Schermerhorn's concern centered on the fact that these costs are increasing the operation of the fire department and that someone is still going to bear the burden of it. He believes we need to look at the big picture to look at what's going on all over the place. He questioned Chief Tighe as to whether or not he felt this increase was adequate. Chief Tighe responded that based on the numbers that we have, as well as taxable property for the town, it might be swinging due to their large expansion on the south end. But if you look at number of runs/impact of operations, this percentage increase is actually pretty close to what we're doing. Tighe added that this was original set up in early 1990's, and we came up with a formula based on the assessed valuation at that time. Based on the number of calls and the number of loads, they all come pretty close within each other.

Roberts stated other revenue, he didn't mention earlier, is ambulance recovery fees. We actually have two separate contracts. The chart you're looking at is the fire response contract, but separately there's an ambulance contract. However, the towns don't pay anything for that, as that's a user-based situation where the patient's insurance companies, and other sources pay for the cost of the ambulance service provided, which generates revenues for the City too and that's been growing fairly well this year too. It's more involved and not as simplistic as a dollar to dollar relationship: To summarize, the increase of the operation of the fire department cost is a higher rate than what we're charging the towns.

Al. Schermerhorn asked if what we charge for ambulance services is at least covering costs? Roberts replied that it really comes down to what the market will bear and stated that the charges are reasonable based on what the services cost us. Ald. Maiurano noted that their rates and their fees have actually gone down in the last couple years, and based on the costs, reiterated that, it's very reasonable. Ald. Maiurano added that every time they add another building, it's a risk factor. D. DeForest mentioned that this was definitely more risk our fire department is exposed to. Chief Tighe added that people underestimate the significant fire hazard at places like WalMart, stating that when Lowe's arrives, while it adds to the cost the town pays, it also adds a big risk.

Chief Tighe added that with the extension they get, they have fixed cost spread across the tax base: When their tax base increases, obviously their rate goes down. Ivarson mentioned that there's a tax exempt status to consider as well. Ald. Schermerhorn asked what percent is going toward fire department when paying his taxes? His concern is that they (towns) are paying their fair share. Ald. Maiurano replied that the town is paying the same (but not more) as the City.

Roberts said he would get a clear answer and respond to this at a later time. The general consensus was that this would go before council at a later time once the negotiations are complete with the town.

Public Works & Engineering Items

2006 Water Rates for Town of Norwich

W. Roberts reported that C. Ivarson had brought this to his attention last month, adding that there has been no Council action yet to approve the water rates. Roberts noted that, currently, the City charges the town the same water rates (as the City residents). Late 2004 or early last year, the Water Commission asked Ivarson to research typical practices in other communities, regarding how they handle outside water system users. Ivarson stated that he has contacted several municipalities along with NYCOM, who informed him that no one charges the same rates outside the district as they do inside the district: Typically, they charge more; it would be quite the exception where you wouldn't charge more. Ivarson stated that you would charge outside-district users anywhere from 50% to 200% more than what you would charge inside the district.

Roberts added that in the meantime, the City provides services to the town over and above what we normally provide as far as delivering water supply to the City of Norwich. Basically we read their meters, and generate reports that they utilize in their billing. The Water Commission has discussed increasing rates for the Town of Norwich users. If you compare this rate schedule to the one in the budget for inside the City, you will see the only difference is that this one is 10% higher. Ivarson added that it was important to note that in water district three, there has been an over 50% non-compliance rate for over ten years now. Moreover, they have an outstanding $10,000 in inspection fees, and with interest that's probably equal to ~$15,000 that they haven't paid us (in more than 10 years). The only way to get us back to solvency in water district 3 is to increase our rates: It will be 10% this year, another 10-15% next year, and another 10% the year after that. Roberts said that what's needed is a recommendation to the Council to approve a resolution to raise the rates in the town with an effective date of April 1st.

Ald. Schermerhorn **moved** to recommend to the Council that the town water rates be raised according to the proposed schedule. Seconded by Ald. Maiurano and duly adopted, ayes all.

Change Order Increase in Contract with NYSTEC for Radio Bid Preparation Services

Ivarson reported that this charge is because we're moving the radios to a new location, and in order to do that, we have to have new licenses. Originally, they wanted $9000, but Ivarson got them down to ~$3200. Roberts reported that the actual total of the change order was $3940.00.

Ald. Schermerhorn moved that we move forward with approving the change order in the amount of $3940.00. Seconded by Ald. Maiurano and duly adopted, ayes all.

Parking Lot Behind McLaughlin's

Ald. Maiurano introduced this topic, already reviewed through the Public Safety/Public Works Committee, and Ivarson reported his view that, for the time being, we should continue handling the parking lot maintenance in the manner we have been. Ald. Maiurano stated that he would follow up with Scott McLaughlin.

Additional Community & Economic Development Projects & Funds:

Addendum to Contract with Shelter Planning for HOME Grant Administrative Fees ($20,000)

Deborah DeForest reported on the $20,000 contract with Shelter Planning to administer the HOME grant. DeForest mentioned that a program manual for the upcoming grant needs to go before the Common Council, and that a committee was going to be reviewing the applications. DeForest commented on when originally looking at the actual application, compared to what's in the program manual, she was under the impression that the majority of the administration/work was to be done by Shelter Planning. However, after reviewing who does what, she saw the majority of work will actually being completed by our staff - the Planning Secretary and the Code Enforcement Officer.

DeForest said that she spoke with Bill Tompkins, Shelter Planning Consultant, today and told him that she understood that we would have limited involvement, and he said it can change, but when it comes down to it this is the way this is going to be. Unfortunately, it's too late to do anything else now, but she wants to caution the Committee that, in the future, she highly recommends we keep the administration fees in-house, adding that if we're going to be doing all the work, we might as well save those fees. She stated that Tompkins could be involved, but wanted it noted that Shelter Planning charges $20,000 just to administer the grant, with a minimum of $5000 to oversee it, which, again, is something that could be done in-house. DeForest stated that this is too much money, when our staff is doing all the work. Her other concern was that when they clarified the Code Enforcement Officer position, we spent quite a bit of time outlining what that job would be, and that at the time we were contracting out quite a bit of rehab services to OFC (Opportunities for Chenango) and wouldn't be doing a lot more rehab: The position concentrated on dealing with all the complaints that we have. While the rehab's still in there, it wasn't supposed to be the main focus: It will become the main focus due to this grant, adding that this is going to take a major portion of Jason's time for the next two years, as he will be doing the bulk of the inspections. His regular duties will be taking a backseat to the rehab and she doesn't know how the Committee wants to deal with that. Complaints will definitely need to be forwarded to Chief Tighe for prioritizing. There will be a lot of inspections related to the rehab grant – a lot of inspections, a lot of write-ups, a lot of meeting with the homeowner's: It's a lot of work. Jason's priorities are going to become a major issue, as he is committed to this, and summer is when many of the complaints begin. He will be booked with this project for the next two summers and he's just not going to be in the office. She wasn't expecting it to be like this, but we're too deep into the process to back out now.

In speaking to Chief Tighe, people will have to be patient with it and take the proper channels to file a complaint. Ald. Jeffrey inquired as to whether or not the Chief felt the fire fighters could take on some of the code enforcement responsibilities, wherever they can. Chief Tighe responded that while they cannot perform rehab duties, adding that garbage complaints and vehicle complaints would not be feasible, due to the fact that they'll likely produce grievances, but they could likely take some of the work off of the code enforcer. Chief Tighe reiterated that the complaints will need to go through the proper channels. He added that the key to enforcement with the multi-families, referring specifically to the probable upcoming moratorium, is the code complaint tracking. The complaint tracking is going to be key to backing up the enforcement. Jason (Lawrence, Code Enforcer) gets to a point where he's overwhelmed already and so with this grant, we're really going to have to get this under control. Tighe stated he had no involvement and no knowledge whatsoever (until receipt of the grant package last week) that Jason would be doing anything other than other than regular inspections. Without getting money for this, it makes it even more difficult. DeForest stated that there was actually $15,600 for inspections and $12,000 for other administrative costs reimbursed through the grant. There was a brief discussion as to whether or not OFC can assist with some of the duties. Chief Tighe asked whether or not the City has a contract with OFC yet? DeForest stated that that was the next part. Ald. Schermerhorn asked specifically about the grant's purpose. DeForest replied that it was a $500,000 to rehab multi-family dwellings throughout the City, with two years to complete the rehab. DeForest and Ald. Schermerhorn discussed Code Enforcement's original job responsibilities. DeForest indicated that the scope of the responsibilities, which were shifted to address more pressing issues, will now revert back to the original scope until this project is complete. She is trying to clarify that he will be really tied up with this project and stresses that complaints will need to be handled more effectively. Chief Tighe added that because this grant is for multi-family rehab, and the pending moratorium and subsequent enforcement issues will surround multi-family dwellings, some of the Code duties can be melded together. Ald. Maiurano stressed that instead of people calling the Code Enforcer directly and taking up his time with verbal complaints, the complaints need to be emailed or written out, so Chief Tighe will be aware. DeForest said that a part-time person may be needed at some point.

Ald. Jeffrey expressed concern as to the recipients and the grant funding being utilized by only a few knowing individuals (i.e., those who were aware of the grant). Ald. Jeffrey also inquired as to whether the grants we're discussing are primarily for the Section 8 eligible and a discussion ensued as to the issues surrounding the parameters of the grant. DeForest reported that a committee had been formed (DeForest, Mayor Raphael, and Judy Wingate-Wade of Norwich Housing) to review the applications. DeForest stated that the grant funds are based on income-eligibility of the owner and that of the tenants living in the owner's apartments. Ald. Jeffrey voiced concerns over whether the City is focusing in the right direction. He feels that the City has been moving in the wrong direction by focusing on low-income properties for so long and is very concerned with Jason being heavily tied up in this project for the next two years. Ald. Jeffrey stated that he feels Norwich has been so focused on low-income/Section 8, and multi-family-type housing for that past 20-30 years, that that's the type of property that's become prevalent, adding that he feels Norwich's single-family residents are being penalized through multi-unit development. He believes we need to focus on retaining our single-family housing integrity, adding that R1 zones are what we need - not more multi-families.

DeForest responded to Ald. Jeffrey's concerns by admitting that we are too far down the road now with this particular grant to make changes at this point. Ald. Maiurano noted that there are some good landlords out there who are being helped a lot by this program and will rehab their properties in the manner in which the grant intended. He also added that this grant is only one part of a grand plan to revitalize the City and step-by-step we're going to get there: We are moving forward. Ald. Jeffrey said that his real concern was in tying up the Code Enforcer for two years. Ald. Maiurano said that we "might" be tying him up, but we're prepared for it and he stressed that this was another compelling reason for putting code complaints in writing to properly prioritize, rather then allowing people to just wander into the code enforcer's office to waste his time voicing complaints that are not a priority.

Chief Tighe added that another focus of this grant is to give an incentive to take $20-30,000 and put it into dilapidated three-unit dwellings and convert them into really nice two-unit dwellings, which would increase the quality. DeForest noted that the crisis time will really be the building season - April through August - when much of the heavy construction occurs.

It was suggested that the committee approve the manual and approve the appointment of the review committee (Human Resources Director Deborah DeForest, Mayor Robert Raphael, and Norwich Housing Authority Director Judith Wingate-Wade) and move it forward to the Common Council. No motions were made. DeForest stated she simply wanted to give the Finance/Personnel Committee a heads-up before it went before the full Common Council.

Old Business

Tax Sales Certificates

Ald. Maiurano introduced this topic by commending Bill Roberts, Director of Finance/City Clerk, for making time to address this important issue. Ald. Maiurano noted that while changes to tax sale certificates would take a City Charter revision, the revenue would be paid to the City regardless of who owns the certificate.

A discussion ensued in regard to the City being able to control the tax sale certificates, resulting in Roberts stating that this was strictly an informational process. He noted that more research was needed and that the City Attorney needs to review any changes. Roberts acknowledged that instead of receiving $240,000 in one lump in October, we would receive the $240,000 over the next 15 months with 17.5% interest on top of that (as most properties are redeemed). Ald. Maiurano asked about the time frame on this and Roberts responded by saying he would like to see Council move on it within the next few months and that it will also require a proposed local law to revise the charter, which would require a public hearing before July in order to act on it prior to the August Common Council meeting at the latest. Roberts, with Ald. Maiurano concurring, said this was an item we needed to keep on each month's agenda. Ald. Jeffrey suggested also providing that the City would have a right of first refusal on any tax sale bids. This would preclude a third party obtaining a tax sale certificate on a valuable property for a fraction of its worth. Roberts said he would research that also.

Refilling of Historian/Records Management Position

Roberts reported that Donna Philippone, former Deputy City Clerk, has been working on organizing the records recently relocated to the former WWTP (Waste Water Treatment Plant). She has been here nearly a month and will only be available for another two weeks. He mentioned that two questions arose last month (reminding us at that time the vacancy existed only a week): One question was whether or not the job could be split into two - Historian and Records Management - moving the Historian responsibilities to the County level (as the County employs a County Historian). In analyzing in more detail, Roberts stated he realized the Records Management and the Historian position are too intertwined, and because the Records Management portion is really an internal function, it would be extremely unwieldy to have this as an outside position. Often the Historian duties and Records Management duties are often performed simultaneously. The other question was if we have time to hire for this position.

Currently, he is seeing some urgency, particularly in moving some City Hall records over to the new location. Roberts reported that while the shelving is nearly in place, the organization of the records themselves requires much more time and effort. To sum it up, there is a real urgency to hire for this position.

DeForest stated that there were seven applicants, three of whom have a knowledge of local history, which is extremely important criteria for a City Historian. Ald. Maiurano concurred with DeForest that the Department Heads would interview and then present recommendations for the hiring of this position. Ald. Jeffrey inquired as to whether this particular position was advertised locally, since we are asking for an applicant with knowledge of local history. It was agreed that DeForest would run another ad in the local papers to have an even better applicant pool.

Ald. Jeffrey moved to approve advertising locally before interviewing applicants. Seconded by Ald. Schermerhorn and duly adopted, ayes all.

Financing of Third Floor Improvement Costs

This was an item that was addressed at last week's Public Safety/Public Works Committee meeting. Ivarson pulled out blueprints to show the Committee construction details regarding the possible relocation of City Hall offices to the third floor of the fire house. Roberts reported that it is going to take $118,000 in addition to the original $149,000 that the Council has already authorized to complete the HVAC, plumbing and wiring.

Ivarson pointed out that the blueprints are the ones designed back in November with the Department Heads, the Mayor, and a couple of the Council members. He reviewed the layout, stating that natural light will cut down on energy costs. Ald. Jeffrey voiced concerns about all business being conducted on the third floor level, due to the possibility of issues with the elderly not being able to go upstairs. It was pointed out that the elevator should alleviate that problem.

A lengthy discussion ensued as to the convenience of the third floor facility, particularly parking and Ald. Schermerhorn inquired as to how much business really goes on at the finance office window. W. Roberts indicated that it has constant and heavy activity, listing the various business matters transacted through the window (tax/water payments, marriage licenses, birth and death certificates, dog licensing, etc.).

Ivarson noted that, with regard to the option of staying in the present City Hall building, the roof alone will run between $120,000 and $125,000 and that the necessary door and window replacement will be approximately $20-30,000. Ivarson indicated that the work efficiency would be increased and Roberts stated that he concurred, once the customer arrived at the third floor offices: It will be a lot more spacious and a lot more user friendly.

Lengthy discussion regarding public reaction to change ensued. Roberts pointed out that the change order in the amount of $149,000 was already authorized and approved by the Common Council and the source of that money would come from our savings account (Capital Reserves Municipal Buildings). At the end of 2004 we had $212,000 in the account and then in 2005 Council approved to transfer $15,000 into the Reserve from the General Fund, add to that a couple thousand worth of interest. We planned for $149,000 to be withdrawn from that, which would bring us down, last year, to $80,000. Now on top of that $149,000, which pays for HVAC and electrical, Carl's estimate is $118,000 for the additional work to finish off walls, lighting, etc. That $118,000 doesn't include partitions, walls, computers, or office furnishings. Ivarson added that the painting and the partition installation can be performed in-house, but that the carpet installation would be contracted out.

The East Main Street School building sold for $155,000 and with the closing costs, Roberts projected the net proceeds at $140,398. The two approvals that they made last year had some strings attached, they basically said we approve using the funds from the municipal buildings reserves, but when we sell the East Main Street School we want the revenues earmarked to replenish reserves. So, in this capital budget schedule, I'm showing $140,000 being added back into reserves to the $80,000 from last year, and that brings us to a little over $200,000. The point is we have a couple hundred thousand to work with from which we can draw another $118,000 towards this work.

Then the question arises as to whether or not that leaves enough money left for municipal buildings major repairs. Ivarson reiterated that this is the general fund we're talking about here – it's got nothing to do with water or sewer. He stated that every building in the general fund is basically a new building (we've got a brand new police station, a brand-new fire house), where he's not looking at having to replace any equipment any time soon. So we have some leeway on our reserve account for municipal buildings. Roberts added that what we usually put away each year is approximately $15,000. Ald. Jeffrey and Ald. Schermerhorn inquired as to the amount needed to spend. Roberts responded that we would sell the current City Hall building and Ald. Jeffrey inquired as to what was owed on the building. Roberts stated $150,000 was owed to debt service (not mortgage, as all municipal buildings are owned outright) and that he would anticipate this building bringing in $150-200,000 in revenues, based on what past buildings sold for (for example, the Elks Club sold for $160,000 and the East Main Street School sold for $155,000). Ald. Bresina asked if there would be any short-term moving expenses involved in the move from current City Hall to new third floor offices. Ivarson said it would be next to nothing and Roberts added unless we don't sell the building.

Ald. Maiurano reiterated that moving was the best option, while Ald. Jeffrey asked if this was going to go before the full Council. Roberts also reminded the Committee that Ald. Williams and Ivarson had touched on the possibility of pursuing a grant with homeland security reasons for the move in mind. Currently, however, there are no grants available to apply for under the homeland security heading.

Ald. Jeffrey **moved** to recommend to table financing of the third floor renovations until the March meeting for full Council input. Seconded by Ald. Schermerhorn and duly adopted, ayes all.

Term of Office for Mayor

Ald. Maiurano introduced this topic and, due to time constraints, asked that it be tabled for the next meeting.

New Business

Approval of Bill List

Ald. Jeffrey stated that the Committee members were collectively reviewing the bills and would be interested in having a list of authorized signers. W. Roberts indicated that he would get a list to the Finance/Personnel Committee members. The question came up as to why we were purchasing auto parts in Sherburne versus from a vendor in the City of Norwich. Ivarson reported that the parts were cheaper and that there isn't a vendor in the City who will offer better prices. Chief Tighe stated that they order the items and have them delivered from Sherburne for less than they can get the items in the City.

Community Development Specialist Candidates

D. DeForest reported there are five people from the seventeen applications received that she felt were candidates that should be interviewed. DeForest would like to have a name for appointment by the next Council session and after a discussion (regarding good times for Council members) she chose March 16th at 6 p.m. as the Finance Personnel Executive Session date for interviewing the five candidates. W. Roberts asked D. Colaso, Deputy Clerk, to verify that date was open for utilizing the City Court.

Executive Session

Ald. Schermerhorn **moved** that the Committee move in to Executive Session to meet with the Common Council members at 7:58 p.m. to discuss: 1) Employment History of a Particular Corporation, 2) Employment History of a Particular Individual, and 3) Proposed Employment of Particular Individuals. Seconded by Ald. Jeffrey and duly adopted, ayes all.

Ald. Schermerhorn **moved** that the Committee come out of Executive Session at 8:33 p.m. Seconded by Ald. Jeffrey and duly adopted; ayes all.

Motions

Motion to Approve the Appointment of MEO I

Ald. Jeffrey **moved** to approve the appointment of Troy Ingham of Guilford, NY, to the position of MEO with an effective date of March 26, 2006 and refer it to the full Council for action. Seconded by Ald. Schermerhorn and duly adopted; 3-0, on a roll call vote.

Motion to Approve the Appointment of Water System Maintainer/Meter Reader

Ald. Jeffrey **moved** to approve the filling of the vacancy for a Water System Maintainer/Meter Reader with an effective date of March 27, 2006. Seconded by Ald. Schermerhorn and duly adopted, 3-0, on a roll call vote.

Motion to Promote Robert Brown to DPW Mechanic

Ald. Jeffrey **moved** to approve the promotion of Robert Brown to DPW Mechanic with an effective date of March 20, 2006. Seconded by Ald. Schermerhorn and duly adopted, 3-0, on a roll call vote.

Motion to Increase Hours and Pay for EMO Position

Ald. Jeffrey **moved** to approve the increase of hours for the EMO position from 3 hours per week and $1500 per year, to 10 hours per week and $5000 per year with a transfer from Contingency Account for $3500, with an effective date of January 1, 2006. Seconded by Ald. Schermerhorn and duly adopted, 3-0, on a roll call vote.

Motion to Authorize HR Director to Negotiate a Change in Labor Attorney Contract

Ald. Jeffrey **moved** to authorize the Human resources Director to negotiate a change in the Goldberger and Kremer Labor Attorney's contract from a monthly retainer of $2350 to an hourly rate of $150 per hour, effective May 1, 2006. Seconded by Ald. Schermerhorn and duly adopted, 3-0, on a roll call vote.

Adjournment:

Ald. Schermerhorn **moved** to adjourn at 8:37 p.m. seconded by Ald. Maiurano and duly adopted, ayes all.