

COMMON COUNCIL

March 21, 2023

Mayor Brian Doliver presided at a meeting of the Common Council held at 6:30 PM on March 21, 2023, in the Common Council Chambers at One Court Plaza.

Present:

Mayor Brian Doliver
Ald. Eric Warren
Ald. Fred Gee
Ald. Nancy Allaire
Ald. David Zieno
Ald. Robert D. Jeffrey

Also:

Director of Finance/City Clerk Dee DuFour
Director of Human Resources Lynn Murray
Fire Chief Jan Papelino
Police Chief Reuben Roach
EMO Stephen Cady
Community Development Director Erik Scrivener
City Attorney Stephanie Hanrahan
Deputy City Clerk Agnes Eaton

Supervisor Robert M. Jeffrey

Media Representative: Sarah Genter, The Evening Sun

Absent

Ald. William Loomis
Supervisor James McNeil

Call to Order

The meeting of the Common Council was called to order by Mayor Doliver at 6:30 p.m.

Approval of Minutes

Ald. Gee **moved** to approve the minutes of the regular meeting of February 21, 2023. Seconded by Ald. Jeffrey and duly approved ayes all.

Resolutions

RESOLUTION #18 – 2023 PROMOTING POLICE OFFICER TO POLICE SERGEANT

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

WHEREAS, a vacancy exists in the position of Police Sergeant in the Norwich Police Department, and;

WHEREAS, the Chief of Police has recommended the promotion of Mark Martin of Norwich, NY to such position; now, therefore be it

RESOLVED, that Mark Martin of Norwich, NY, be and hereby is granted a permanent appointment as Police Sergeant in the Norwich Police Department, effective March 22, 2023 at the rate of \$77,269.93; and further be it

RESOLVED, the appointment is subject to any such action as may be necessary by the Norwich Civil Service Commission.

Seconded by Ald. Allaire and duly adopted, 5 – 0, on a roll call vote.

RESOLUTION #19 - 2023 APPOINTMENT OF POLICE OFFICER

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

WHEREAS, vacancies exist in the Norwich Police Department, and;

WHEREAS, the Police Chief has made a recommendation to appoint Taylor Waite of Oxford, New York to the position of Police Officer; now therefore be it

RESOLVED, that Taylor Waite of Oxford, NY, be and hereby is granted a permanent appointment as Police Officer in the City of Norwich Police Department effective March 24, 2023 at the rate of \$25.73; and further be it

RESOLVED, that the appointment is subject to any action as may be necessary by the Norwich Civil Service Commission.

Seconded by Ald. Gee and duly adopted, 5 - 0, on a roll call vote.

RESOLUTION #20 - 2023

APPOINTMENT OF POLICE OFFICER

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

WHEREAS, vacancies exist in the Norwich Police Department, and;

WHEREAS, the Police Chief has made a recommendation to appoint Tyler King of Bainbridge, New York to the position of Police Officer; now therefore be it

RESOLVED, that Tyler King of Bainbridge, NY, be and hereby is granted a permanent appointment as Police Officer in the City of Norwich Police Department effective March 25, 2023 at the rate of \$25.73; and further be it

RESOLVED, that the appointment is subject to any action as may be necessary by the Norwich Civil Service Commission.

Seconded by Ald. Allaire and duly adopted, 5 - 0, on a roll call vote.

RESOLUTION #21 - 2023

APPOINTMENT OF POLICE OFFICER

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

WHEREAS, vacancies exist in the Norwich Police Department, and;

WHEREAS, the Police Chief has made a recommendation to appoint Andrew Brown of Norwich, New York to the position of Police Officer ; now therefore be it

RESOLVED, that Andrew Brown of Norwich, NY, be and hereby is granted a permanent appointment as Police Officer in the City of Norwich Police Department effective March 26, 2023 at the rate of \$25.73; and further be it

RESOLVED, that the appointment is subject to any action as may be necessary by the Norwich Civil Service Commission.

Seconded by Ald. Allaire and duly adopted, 5 -0, on a roll call vote.

Swearing-In Ceremonies of Police Officers – Police Chief Reuben Roach performed the swearing-in ceremony for the newly appointed Officers and Sergeant.

Open Forum

No one spoke.

Proclamation – Dr. Philip Aronson – Mayor Doliver read the following Proclamation:

PROCLAMATION

RECOGNIZING THE 100th BIRTHDAY OF
DR. PHILIP ARONSON

WHEREAS, longevity of life is a blessing for an individual and for a society which benefits from the knowledge, creativity, and experiences this individual brings to all; and

WHEREAS, the City of Norwich recognizes with respect and admiration the contribution of senior citizens to our society; and

WHEREAS, Philip Aronson was born in Norwich on November 26, 1922 and has celebrated his 100th birthday; and

WHEREAS, he served his country as a member of the Navy, serving in the Korean Conflict; and

WHEREAS, Dr. Aronson practiced medicine in Norwich for 30 years and, along with Drs. Thomas and James Flanagan, built the Medical Arts Building and served on the staff of Chenango Memorial Hospital; and

WHEREAS, Dr. Aronson and his wife, Christine, cherished their time in Norwich and raised four children here in his 30 years before moving to Winston-Salem, NC and joining the faculty of Wake Forest School of Medicine;

NOW, THEREFORE BE IT PROCLAIMED that I, Brian Doliver, Mayor of the City of Norwich and on behalf of the citizens of the City, honor Dr. Philip Aronson for his long life, prosperity and wisdom on this 21st day of March, 2023.

Proclamation – National Agricultural Day – Mayor Doliver read the following Proclamation:

P R O C L A M A T I O N

AGRICULTURE MONTH

WHEREAS, agriculture is the basis of a healthy community and nation, providing the nourishment that keeps us growing; and

WHEREAS, many American farms and ranches are family owned and operated, successfully achieving prosperity while passing down a way of life and a commitment to the land for future generations; and

WHEREAS, we, as Americans, need to understand the value of agriculture in our daily lives and spread the word about its importance; and

WHEREAS, the City of Norwich wishes to pay tribute to the many farmers and ranchers in the Greater Norwich Area who perform their jobs with pride, dedication and hard work, as “Agriculture: Growing a Climate for Tomorrow”; now, therefore be it

RESOLVED, that I, Brian Doliver, Mayor of the City of Norwich, New York, do hereby recognize March as Chenango County Agriculture Month and encourage all citizens to celebrate the agriculture of Chenango County.

After accepting the proclamation, Brad Vickers, President of the Chenango County Farm Bureau, spoke on the importance of Agriculture in Chenango County, the number one industry in Chenango County and New York State. In 1790, 90% of the American population were farmers and currently only 2% of the population are farmers with each American farmer feeds approximately 166 people in the U.S. and abroad. With the 2050 projection of 9.2 billion people worldwide, food production must increase by 70%. The U.S. agricultural industry contributes \$200 billion per quarter to the GDP with \$5.4 billion of agricultural sales in New York State each year. Many farms are small, family owned and generational, being passed down within the family.

Correspondence

- ◆ **Achieve Half-K Fun Walk/Run** – Ald. Zieno **moved** to approve a request for Police Assistance for the Achieve Half-K Fun Walk/Run on October 8, 2023 with the race route beginning in East Park and ending approximately at 11:00 a.m. at the Northeast Classic Car Museum. Seconded by Ald. Gee, approved ayes all.
- ◆ **Street Tree Removal** – Ald. Warren **moved** to approve the removal of a healthy street tree located at 8 Northrup Ave. Seconded by Ald. Jeffrey, approved ayes all.

Department, Board and Commission Reports

- ◆ Police Department Report – February
- ◆ Human Resources Report – January and February
- ◆ Fire Department Report - February
- ◆ Water Commission Minutes – January and February
- ◆ Youth Bureau Minutes – March
- ◆ Parks Commission – November
- ◆ Maydole Hose Co. Minutes – February
- ◆ Ontario Hose Co. Minutes – February and March

Ald. Gee **moved** to receive and file the department, board, and commission reports. Seconded by Ald. Allaire, approved ayes all.

Ward Reports

Ward 1

Ald. Warren reported communications on a leach field in the City; smoking and loitering behind Guernsey Library; and questions on the sidewalk program.

Ward 2

Ald. Gee reported communications on the crow problem; a missing street sign at Sharon Drive; many communications regarding the Zoning hearing next Monday about which the neighbors had a meeting to discuss the proposed variance.

Ward 3

Ald. Allaire reported a communication regarding a tree removal.

Ward 5

Ald. Zieno reported several communications, many have been resolved and others are in the process of resolution.

Ward 6

Ald. Jeffrey reported a communication regarding the zoning application for a Plymouth St. property which was referred to Codes and a question about the downtown gas line replacement. He referred another to the City Attorney. He recognized the passing of former Alderman and Mayor, Joseph Biviano, who in his combined 20 years in public service, made a significant impact to our community.

Ald. Jeffrey **moved** to receive and file the ward reports. Seconded by Ald. Warren, approved ayes all.

Motions

- ◆ **Set Public Hearing required for the Microenterprise Assistance Grant Program** – Ald. Jeffrey **moved** to set a Public Hearing on April 18, 2023 in relation to the Microenterprise Assistance Grant Program. Seconded by Ald. Zieno, approved ayes all.
- ◆ **EPA Application Authorization** - Ald. Warren **moved** to authorize the Mayor to sign any necessary paperwork for the EPA application. Seconded by Ald. Allaire, approved ayes all.

Resolutions

RESOLUTION #22 – 2023 PROMOTING POLICE OFFICER TO DETECTIVE

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

WHEREAS, a vacancy exists in the position of Detective in the Norwich Police Department, and;

WHEREAS, the Chief of Police has recommended the promotion of Corey Wengert of Edmeston, NY to such position; now, therefore be it

RESOLVED, that Corey Wengert of Edmeston, NY, be and hereby is granted a permanent appointment as Detective in the Norwich Police Department, effective March 22, 2023 at the rate of \$61,739.36; and further be it

RESOLVED, the appointment is subject to any such action as may be necessary by the Norwich Civil Service Commission.

Seconded by Ald. Allaire and duly adopted, 5 - 0, on a roll call vote.

RESOLUTION #23 – 2023 PROMOTING POLICE OFFICER TO DETECTIVE SERGEANT

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

WHEREAS, a vacancy exists in the position of Detective Sergeant in the Norwich Police Department, and;

WHEREAS, the Chief of Police has recommended the promotion of Matthew Roberts of Norwich, NY to such position; now, therefore be it

RESOLVED, that Matthew Roberts of Norwich, NY, be and hereby is granted a permanent appointment as Detective Sergeant in the Norwich Police Department, effective March 22, 2023 at the rate of \$79,475.76; and further be it

RESOLVED, the appointment is subject to any such action as may be necessary by the Norwich Civil Service Commission.

Seconded by Ald. Allaire and duly adopted, 5 - 0, on a roll call vote.

RESOLUTION #24 - 2023 AUTHORIZING A WATER MAIN REPLACEMENT PROJECT, IN AND FOR THE CITY OF NORWICH AT A MAXIMUM ESTIMATED COST OF \$4,000,000, AND AUTHORIZING THE ISSUANCE OF \$2,850,000 BONDS OF SAID CITY TO PAY COSTS THEREOF

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

WHEREAS, all conditions precedent to the financing of the capital project hereinafter described, including compliance with the provisions of the State Environmental Quality Review Act, have been performed; and

WHEREAS, it is now desired to authorize the financing of such capital project; NOW, THEREFORE, BE IT

RESOLVED by the affirmative vote of not less than two-thirds of the total voting strength of the Common Council of the City of Norwich, Chenango County, New York, as follows:

Section 1. Replacement of water mains on South Broad Street from Prentice Street to Pleasant Street and on East Main Street from South Broad Street to the railroad tracks, including incidental improvements and expenses in connection therewith, in and for the City of Norwich, Chenango County, New York, is hereby authorized at a maximum estimated cost of \$4,000,000.

Section 2. The plan for the financing of such maximum estimated cost is (i) by the issuance of \$2,850,000 bonds of said City hereby authorized to be issued therefor pursuant to the provisions of the Local Finance Law, and (ii) by the expenditure of \$1,150,000 available funds.

Section 3. It is hereby further determined that the period of probable usefulness of the aforesaid specific object or purpose is forty years, pursuant to subdivision 1 of paragraph (a) of Section 11.00 of the Local Finance Law.

Section 4. The faith and credit of said City of Norwich, Chenango County, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such obligations as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. To the extent not paid from other sources, there shall annually be levied on all the taxable real property of said City, a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable.

Section 5. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the serial bonds herein authorized, including renewals of such notes, is hereby delegated to the Director of Finance, the chief fiscal officer of said City. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said Director of Finance, consistent with the provisions of the Local Finance Law.

Section 6. All other matters, except as provided herein relating to such bonds herein authorized including date, denominations, maturities, interest payment dates, and whether said bonds shall be repaid in accordance with a schedule providing for substantially level or declining annual debt service, within the limitations prescribed herein and the manner of execution of the same and also including the consolidation with other issues, shall be determined by the Director of Finance, the chief fiscal officer of such City. Such bonds shall contain substantially the recital of validity clause provided for in section 52.00 of the Local Finance Law and shall otherwise be in such form and contain such recitals in addition to those required by section 52.00 of the Local Finance Law, as the Director of Finance shall determine consistent with the provisions of the Local Finance Law.

Section 7. This Resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this Resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 8. The validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said City is not authorized to expend money, or
- 2) The provisions of law which should be complied with at the date of publication of this Bond Resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- 3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 9. This Resolution, which takes effect immediately, shall be published in summary form in the official newspaper of said City hereby designated for such purpose, together with a notice of the City Clerk in substantially the form set forth in paragraph a of Section 81.00 of the Local Finance Law.

Seconded by Ald. Warren and duly adopted, 5 - 0, on a roll call vote.

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

WHEREAS, the Water Main Replacement Project is estimated at a cost of \$4,000,000; and

WHEREAS, the City will offset part of the \$4,000,000 through other sources; and

WHEREAS, the City will contribute funding for the Project from Capital Reserves; now, therefore be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer of funds in the 2023 Budget:

<u>From:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
HR31-9950.1	Capital Reserves – Water Main Replacement	\$479,232.79

<u>To:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
H37-5031	Water Main Replacement	\$479,232.79

Seconded by Jeffrey, and duly adopted, 5 - 0, on a roll call vote.

RESOLUTION #26 -2023 **AUTHORIZING TRANSFER OF RESERVE FUNDS FOR HIGHWAY EQUIPMENT**

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

WHEREAS, two new plow wings are needed for trucks #15 and #17; and

WHEREAS, a transfer of funds from Capital Reserves in the amount of \$31,728 is necessary; now, therefore be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer of funds for the plow wings in the 2023 Budget:

<u>From:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
HR26-878	Capital Reserves – Highway Equipment	\$31,728.00

<u>To:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A5142.2100	Snow & Ice Equipment	\$31,728.00

Seconded by Jeffrey, and duly adopted, 5 - 0, on a roll call vote.

RESOLUTION #27 - 2023 **AUTHORIZING TRANSFER OF FUNDS FROM MUNICIPAL BUILDINGS CAPITAL RESERVES FOR BRICK REPOINTING**

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

WHEREAS, the brick on both the City Hall and Firehouse buildings are in need of repairs; and

WHEREAS, a quote for repointing the brick have been received of \$10,320 for City Hall and \$7,480 for the Firehouse; now, therefore be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer of funds in the 2023 Budget:

<u>From:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
HR33-878	Capital Reserves – Municipal Buildings	\$17,800.00
<u>To:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A1620.4040	Municipal Buildings	\$17,800.00

Seconded by Ald. Warren, and duly adopted, 5 - 0, on a roll call vote.

RESOLUTION #28 - 2023

AUTHORIZING AMENDED NON-UNIT COMPENSATION SCHEDULE

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

WHEREAS, the 2023 compensation schedule for non-unit employees was approved by the Common Council on January 3, 2023 as Resolution #1 – 2023 as a component part of the 2023 budgets; and

WHEREAS, there has been certain changes that need to be reflected in the Non-unit Compensation Schedule; now therefore be it

RESOLVED, that the 2023 compensation schedule be amended as follows effective March 22, 2023.

	2023 Base Annual Salary	2023 <u>Salary</u> <u>Range</u>
ASSESSMENT		
Assessor (8 hrs wk/416 hrs Annually)	\$23,991	\$18,170 - \$23,991
CITY ATTORNEY		
City Attorney **	\$45,000	
COMMUNITY DEVELOPMENT		
Community Development Director	\$95,000	\$61,800 - \$95,000
DEPARTMENT OF FINANCE L CLERK		
Director of Finance/City Clerk	\$95,139	\$71,849 - \$95,139
Deputy City Clerk	\$51,355	\$38,791 - \$51,355
<u>DEPARTMENT OF PUBLIC WORKS[WATER[SEWER</u>		
Superintendent of Public Works	\$96,824	\$79,786 - \$105,368
Asst. Supt. of Pub Works (Vacant)	TBD	\$62,198 - \$82,964

EMERGENCY PREPAREDNESS

Coordinator of Disaster Preparedness (10 hrs wk/520 hrs Annually)	\$9,459	
--	---------	--

FIRE DEPARTMENT L EMS L CODES

Fire Chief	\$95,139	\$71,849 - \$95,139
Ordinance Inspector	\$34,903	34,903
Ordinance Inspector	\$35,942	35,942

HUMAN RESOURCES

Human Resources Director	\$82,410	\$65,905 - \$89,878
--------------------------	----------	---------------------

POLICE DEPARTMENT

Police Chief	\$104,000	
Assistant Police Chief**	\$89,614	

YOUTH BUREAU

Youth Bureau Director (19 wk/988 hrs Yr)	\$18,426	\$18,426 - \$26,790
Recreation Coordinator (264 hrs Yr)	\$6,097	\$6,096 - \$8,070

SEASONAL EMPLOYEES

Lifeguards	\$15.00 - \$16.50
Laborers	\$14.20
All other seasonal and temporary employees	\$14.20 - \$18.00

** Contract employee

Seconded by Allaire, and duly adopted, 5 - 0, on a roll call vote.

RESOLUTION #29 - 2023

**AUTHORIZING PURCHASE OF TWO USED POLICE VEHICLES AND
TRANSFER OF FUNDS**

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

WHEREAS, a need to replace two Police Department patrol cars has been realized; and

WHEREAS, funds were included in the Capital Reserves Budget to support the equipment budget line in the Police Department; and

WHEREAS, the Public Safety/Public Works and Finance/Personnel Committees have made certain recommendations; now, therefore be it

RESOLVED, that the purchase of two (2) used Police vehicles not to exceed \$30,000 each 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 2023 Budget:

<u>From:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
HR21-878	Capital Reserves - Police Equipment	\$60,000.00

<u>To:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A3120.2100	Police – Equipment	\$60,000.00

Seconded by Ald. Allaire, and duly adopted, 5 - 0, on a roll call vote.

Payment of Bills

Ald. Gee **moved** to pay the March bills after proper audit and certification.

	<u>Prepaid</u>	<u>0/0/2023</u>	<u>Grand Total</u>
General Fund	\$173,203.26	\$577,276.57	\$750,479.83
Sewer Fund	14,464.51	10,902.31	25,366.82
Water Fund	19,361.55	7,386.58	26,748.13
Trust	27,952.95	-	27,952.95
Comm. Dev. - Special Grants	-	-	-
Capital Projects	-	-	-
TOTALS	\$234,9825.27	\$595,565.46	\$830,547.73

Seconded by Ald. Allaire and duly adopted 5 - 0.

Executive Session

Ald. Zieno **moved** to enter executive session to discuss the employment history of a particular individual at 7:12 p.m.

Seconded by Ald. Jeffrey, approved ayes all.

Ald. Jeffrey **moved** to exit executive session at 7:40 p.m. Seconded by Ald. Warren, approved ayes all.

Adjournment

Ald. Warren **moved** to adjourn at 7:41 p.m. Seconded by Ald. Jeffrey, approved ayes all.