

COMMON COUNCIL

November 15, 2022

Mayor Brian Doliver presided at a meeting of the Common Council held at 6:30 PM on November 15, 2022, 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

Supervisor Robert M. Jeffrey

Also:

Director of Finance/City Clerk Dee DuFour
Director of Human Resources Lynn Murray
DPW Superintendent Edward Pepe
Fire Chief Jan Papelino
Police Chief Rodney Marsh
EMO Stephen Cady
Community Development Director Erik Scrivener
City Attorney Stephanie Hanrahan
Deputy City Clerk Agnes Eaton

Media Representative: none

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 special meeting of October 4 and the regular meeting of October 18, 2022. Seconded by Ald. Warren and duly approved ayes all.

Public Hearing – Local Law (E) Amend the Ward Boundaries - Mayor Doliver opened the public hearing at 6:31 p.m. to hear comment on Local Law E to Amend the Ward Boundaries. Hearing no comment, the public hearing was closed at 6:31 p.m.

Public Hearing – Restore NY Grant application submission -- Mayor Doliver opened the public hearing at 6:32 p.m. to hear comment on application to the Restore NY Grant. Hearing no comment, the public hearing was closed at 6:32 p.m.

Open Forum

Ed Pepe, Public Works Superintendent, reported that the 2007 street sweeper is in need of \$10,000 in repairs and is beyond its useful life. He requested permission to go to bid for a new street sweeper. Ald. Jeffrey moved to approve going out to bid for a street sweeper. Seconded by Ald. Zieno, approved ayes all. Delivery would be by December 30, 2022. Other options were explored for service until then, including renting or possibly borrowing one from another municipality. Pepe also mentioned the lack of manpower at this time for the operation of a street sweeper.

Department, Board and Commission Reports

- ◆ Park Commission Minutes – June & September
- ◆ Traffic Commission Minutes – September (revised)
- ◆ Youth Board Minutes – November
- ◆ Civil Service Minutes – September
- ◆ Maydole Fire Company Minutes – October
- ◆ Fire Auxiliary Minutes – October
- ◆ Police Department Reports – October
- ◆ Finance Report – September, October
- ◆ Water Commission – September
- ◆ Fire Department Report - October

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

Mayoral Appointment – Mayor Doliver announces the following appointment:

Water Commission

- ◆ *Alison Locke, 21 Newton Avenue, appointed to a three-year term expiring December 31, 2025*

Ward Reports

Ward 1

Ald. Warren reported communication regarding leaf removal.

Ward 2

Ald. Gee reported several communications regarding leaf pick up; one regarding creating a leaf ordinance; and another from an individual interested in volunteering on a board or commission.

Ward 3

Ald. Allaire reported a couple calls about the warming station; a code issue which was forwarded to the proper department; leaf pickup; and a question about a driveway on Broad St.

Ward 5

Ald. Zieno reported concerns about leaves in the street; several communications regarding the warming station; and a curb cut which has now been approved.

Ward 6

Ald. Jeffrey reported several complaints about leaves in the catch basins; a communication regarding a leaf vacuum instead of being bagged; crows in East Park; the street sweeper; and the warming station.

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

Motions

Museum District Radar Sign - Ald. Zieno **moved** to approve a radar speed sign requested by the Museum District. The sign will be purchased and installed by the Northeast Classic Car Museum. Seconded by Ald. Gee, approved with Ald. Jeffrey abstaining.

Amendment to Sewer Relief Policy – Ald. Jeffrey **moved** to approve the amendment to Sewer Relief Policy as presented to the Joint Committee on November 1, 2022. Seconded by Ald. Allaire, approved ayes all.

Receive 2023 Tentative Budget and Set Public Hearing – Ald. Gee **moved** to receive the 2023 Tentative Budget and set a Public Hearing for December 6th, 2022 at 6:30 p.m. Seconded by Ald. Zieno, approved ayes all.

Resolutions

RESOLUTION #84 - 2022

APPOINTMENT OF FIREFIGHTER IN THE NORWICH FIRE DEPARTMENT

Ald. Gee 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 Cody Minckler of Verona, NY, to such position; now, therefore be it

RESOLVED, that Cody Minckler of Verona, NY, be and hereby is granted a permanent appointment as firefighter in the Norwich Fire Department at the rate of \$17.67, effective November 21, 2022, contingent upon successfully passing the required medical and psychological examinations and any action necessary from the Norwich Civil Service Commission; and further be it

RESOLVED, that appointment is contingent upon Cody Minckler moving within the designated residence requirements within 90 days of appointment.

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

RESOLUTION #85 - 2022 **APPOINTMENT OF SECRETARY II IN THE POLICE DEPARTMENT**

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

WHEREAS, there is a vacancy in the Secretary II position in the Police Department; and

WHEREAS, Murray Roach of Norwich, NY has been recommended for the position; now, therefore be it

RESOLVED, that Murray Roach of Norwich, New York, be and hereby is provisionally appointed to the position of Secretary II at \$16.27, effective November 16, 2022 and subject to such action as may be necessary by the Norwich Civil Service Commission.

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

RESOLUTION #86 - 2022 **APPOINTMENT OF MEO II IN THE DPW**

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

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

WHEREAS, the Superintendent of DPW has recommended certain appointments to fill such vacancies; and

WHEREAS, the Joint Committee has recommended the appointment; now, therefore be it

RESOLVED, that Tyler Lawrence of Afton, NY, be and hereby is granted a permanent appointment as a full time MEO II to the Norwich DPW Department with a starting salary of \$15.05 per hour effective November 16th, 2022; and further be it

RESOLVED, that the appointment is contingent upon successfully passing the required medical examination, background check and any action necessary from the Norwich Civil Service Commission.

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

RESOLUTION #87 - 2022 **APPOINTMENT OF MEO II IN THE DPW**

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

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

WHEREAS, the Superintendent of DPW has recommended certain appointments to fill such vacancies; and

WHEREAS, the Joint Committee has recommended the appointment; now, therefore be it

RESOLVED, that Troy Kingsbury of Bainbridge, NY, be and hereby is granted a permanent appointment as a full time MEO II to the Norwich DPW Department with a starting salary of \$15.05 per hour effective November 21st, 2022; and further be it

RESOLVED, that the appointment is contingent upon successfully passing the required medical examination, background check and any action necessary from the Norwich Civil Service Commission.

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

RESOLUTION #88 - 2022 **PROMOTION OF MEO I TO HEO I**

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

WHEREAS, the position of HEO I is vacant; and

WHEREAS, the DPW Superintendent has recommended the promotion of Joseph Famolaro of Norwich, NY, who is currently an MEO I, to such position; now, therefore be it

RESOLVED, that Joseph Famolaro of Norwich, NY, be and hereby is granted a permanent appointment as HEO I in the DPW, effective November 16, 2022 at the rate of \$22.10 and shall be subject to any action as may be necessary by the Norwich Civil Service Commission.

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

RESOLUTION #89 -2022 **AWARDING BID - FUEL CARD SYSTEM**

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

WHEREAS, a bid for a fuel card system has been received and was opened on October 19, 2022; and

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

RESOLVED, that the bid for a fuel card system be awarded to the lowest qualified bidder meeting specifications, Mirabito Energy Products, of Binghamton, NY, in the following schedule:

		Rack	Margin	Total
Gasoline	1)	3.5012	.2500	3.7512
	2)	2.9202	.2500	3.1702
Diesel	1)	4.6710	.2500	4.9210
	2)	5.7545	.4500	6.2045

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

Discussion included about why Byrne Dairy could not be used. It was pointed out that this is a public bid. Anyone can bid, however only one was received. E. Pepe has sent bid packets directly in the past and no one else has been interested.

RESOLUTION #90 - 2022 **AWARDING BID FOR FIRE PUMPER APPARATUS**

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

WHEREAS, bids for the new fire pumper apparatus have been received and were opened on October 31, 2022; and

WHEREAS, the Fire Chief has made certain recommendations and the Joint Committees have concurred with those recommendations; now, therefore be it

RESOLVED, that the bid for a fire pumper apparatus be awarded to the lowest qualified bidder meeting specifications, Sutphen Corporation, of Dublin, Ohio, in the base bid amount of \$733,606 with a total bid price of \$769,656.

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

RESOLUTION #91 - 2022 **AUTHORIZING BUDGET TRANSFER TO COVER OVERTIME COSTS IN THE POLICE DEPARTMENT**

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

WHEREAS, the overtime costs in the Police Department have exceeded the budgeted amount; and

WHEREAS, a transfer of \$24,530 is needed to cover those overtime costs; and

WHEREAS, the Joint Committee has made recommendations; now, therefore be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfers in the 2022 Budget:

From:

<u>Account No.</u>	<u>Name</u>	<u>Account</u>
A3120.1010	Police -Personal Services	\$15,530
A3120.4060	Police – Materials & Supplies	<u>9,000</u>
		\$24,530

To:

<u>Account No.</u>	<u>Name</u>	<u>Account</u>
A3120.1020	Police - Overtime	\$24,530

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

RESOLUTION #92 - 2022 **AUTHORIZING MAYOR TO SIGN 2023 ANIMAL SHELTER AGREEMENT WITH CHENANGO COUNTY SPCA**

Ald. Allaire 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 2023 Animal Shelter Agreement.

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

RESOLUTION #93 - 2022 **ACCEPTING GRANT FUNDS – SKATE RINK IMPROVEMENTS**

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

WHEREAS, the City of Norwich has been awarded a grant by Greater Norwich Foundation to be used for improvements to the Borden Avenue Skate Rink in the amount of \$50,000; now, therefore be it

RESOLVED, that said foundation grant of \$50,000 be and hereby is accepted and shall be used for improvements to the Borden Avenue Skate Rink; and, further be it

RESOLVED, that the Common Council of the City of Norwich expresses its appreciation to the Greater Norwich Foundation for their generous contribution.

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

RESOLUTION #94 - 2022 **AMENDING THE WARD BOUNDARIES OF THE CITY OF NORWICH**

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

WHEREAS, Resolution #75 - 2022 was adopted by the Common Council by majority vote on October 18, 2022 provides for the amendment of the Charter of the City of Norwich relative to establishing Ward boundaries of the six Wards of the City of Norwich; and

WHEREAS, a public hearing was held on such ward boundary changes on October 18, 2022, the Common Council by majority vote approved the redistricting plan in Resolution #75 – 2022;

WHEREAS, a public hearing for Proposed Local Law (E) to Amend Ward Boundaries was held on November 15, 2022 now, therefore be it

RESOLVED, that Proposed Local Law No. (E) of 2022, Amending the Ward Boundaries of the City of Norwich, as presented to the Common Council on October 18, 2022, be and hereby is adopted, and is hereby designated as Local Law No. 5 of 2022.

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

LOCAL LAW NO. 5
OF 2022

A LOCAL LAW TO AMEND THE WARD BOUNDARIES
OF THE CITY OF NORWICH

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

Section 1. Title 1, Section 6, of the City of Norwich City Charter, as amended, is hereby further amended as it relates to the boundaries of the six wards of the City of Norwich to those outlined by resolution adopted by the Common Council by a majority vote on October 18, 2022.

Section 2. This Local Law shall take effect on January 1, 2023.

Payment of Bills

Ald. Allaire **moved** to pay the November 2022 bills after proper audit and certification.

	<u>Prepaid</u>	<u>11/15/2022</u>	<u>Grand Total</u>
General Fund	\$133,354.77	\$62,119.80	\$195,474.57
Sewer Fund	20,645.32	110,741.06	131,386.38
Water Fund	34,208.55	8,510.53	42,719.08
Trust	37,399.78	-	37,399.78
Debt Service	53,800.00	-	53,800.00
Comm. Dev. - Special Grants	2,400.00	-	2,400.00
Capital Projects	2,492.50	-	2,492.50
TOTALS	\$284,300.92	\$181,371.39	\$465,672.31

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

Executive Session

Ald. Gee **moved** to enter executive session to discuss the sale of property where price may be affected, contract negotiations and pending litigation at 7:07 p.m. Seconded by Ald. Warren, approved ayes all.

Ald. Jeffrey **moved** to exit executive session at 8:14 p.m. Seconded by Ald. Allaire, approved ayes all.

Adjournment

Ald. Jeffrey **moved** to adjourn at 8:14 p.m. Seconded by Ald. Warren, approved ayes all.