

COMMON COUNCIL
AGENDA

Held at
One Court Plaza
October 15, 2024
6:30 PM

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

Letters of Commendation from Police Chief

Swearing-In of Police Officer

Open Forum

Correspondence

- ◆ Use of Firehouse 2nd Floor Conference Room
- ◆ Nor-Witch Festival
- ◆ NYSEG Request for Street Cut in front of 9 Davis St.
- ◆ Use of Firehouse Grounds

Department, Board and Commission Reports

- ◆ Water Commission Minutes – June, September
- ◆ Park Commission Minutes – September
- ◆ Civil Service Commission Minutes – September
- ◆ Ontario Hose Minutes – August, September
- ◆ Youth Board Minutes – October
- ◆ Police Report – September
- ◆ Fire Report – September

Council Appointment

Traffic Commission

- ◆ *Jacob Perrone, 28 Silver Street, appointed to fill the remainder of a three-year term expiring December 31, 2027.*

Ward Reports

Motions

- ◆ Authorize Mayor to sign MOA with the CSEA Administrative Unit
- ◆ Trick-or-Treat
- ◆ Crosswalk on W Main St. (include curb cuts for ADA compliance)
- ◆ Henry St. Parking Lot Space Designation for County EV's
- ◆ Restore NY Round 9 Letter of Intent
- ◆ MEO I Vacancy
- ◆ Traffic Commission – Add parking space and handicap space to West Main Street clarification

Resolutions

- ◆ Designating "Preferred Purchaser" Of City-Owned Property at the Corner of East Main and Park Streets
- ◆ Authorizing Budget Transfer to Cover Overtime Costs in the Fire Department

- ◆ Authorizing Budget Transfer to Cover Overtime Costs in the Police Department
- ◆ Declaring Street Millings Surplus and Authorizing Disposal
- ◆ Authorizing Agreement for Development of a Parks and Recreation Masterplan
- ◆ Authorizing Budget Transfer to Cover Street Lighting Overages

Payment of Bills

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

Adjournment

Correspondence

Use of Firehouse 2nd Floor Conference Room – Ald. ____ **moved** to approve the use of the 2nd Floor Conference Room of the Firehouse on Saturday, December 7, 2024 by the Chenango County Greenway Conservancy for a meeting concerning the future development of a Chenango Heritage Rail-Rail. Seconded by Ald. ____ , approved ayes all.

Nor-Witch Festival – Ald. ____ **moved** to approve a request from Mindy Chawgo, coordinator of the Nor-Witch Fest, for special event designation for the Festival Saturday, October 26, 2024 which runs from 9 a.m. to 2 p.m. and the Trunk-or-Treat in the Frontier parking lot from 6 p.m. to 5 p.m. Road closure of East Park Place is requested from 6 a.m. to 5 p.m. Seconded by Ald. ____ , approved ayes all.

NYSEG Request for Street Cut in front of 9 Davis St. – Ald. ____ **moved** to approve a request from NYSEG for a street cut on newly paved Davis St. in front of 9 Davis St. for the installation of a gas line. Seconded by Ald. ____ , approved ayes all.

Use of Firehouse Grounds – Ald. ____ **moved** to approve a request from the NHS Varsity Girls Swim Team Boosters for the use of space in front of the Firehouse to park a bus to be used for a bottle drive on Saturday, October 26, 2024 from 10:30 a.m. to 2:00 p.m. Seconded by Ald. ____ , approved ayes all.

Council Appointment

Ald. ____ **moved** to approve the following Council appointment:

Traffic Commission

- ◆ *Jacob Perrone, 28 Silver Street, appointed to fill the remainder of a three-year term expiring December 31, 2027.*

Seconded by Ald. ____ approved ayes all.

Motions

Authorize Mayor to sign MOA with the CSEA Administrative Unit – Ald. ____ **moved** to authorize the Mayor to sign the MOA with the CSEA Administrative Unit effective August 1, 2024. Seconded by Ald. ____ , approved ayes all.

Trick-or-Treat – Ald. ____ **moved** to set Trick-or-Treat as Thursday, October 31, 2023 from 5:30 p.m. to 8:00 p.m. As always, those who do not wish to participate can leave their porch lights off. Seconded by Ald. ____ , approved ayes all.

Crosswalk on W Main St. – Ald. ____ **moved** to approve the request from Achieve for the installation of a crosswalk on West Main St., including the corresponding signage and ADA compliant curb cut which will be paid for by Achieve. Seconded by Ald. ____ , approved ayes all.

Henry St. Parking Lot Space Designation for County EV's - Ald. ____ **moved** to approve the designation of 2 parking spaces in the northwest corner of the Henry Street Parking lot to Chenango County for the purpose of the installation of EV charging stations to keep the vehicles purchased by the Office of Aging charged in order to facilitate meal deliveries. Seconded by Ald. ____ , approved ayes all.

Restore NY Round 9 Letter of Intent – Ald. ____ **moved** to approve and support a letter of intent for the application to the Restore NY Round 9 grant program for the development of a daycare center. Seconded by Ald. ____ , approved ayes all.

MEO I Vacancy – Ald. ____ **moved** to approve the refill of the MEO II with the intention that as soon as the candidate has obtained their CDL they will become an MEO I. (The MEO I position has already been approved for refill.) Seconded by Ald. ____ , approved ayes all.

Traffic Commission – Add parking space and handicap space to West Main Street clarification

Resolutions

RESOLUTION # - 2024

**DESIGNATING “PREFERRED PURCHASER” OF CITY-OWNED PROPERTY
AT THE CORNER OF EAST MAIN AND PARK STREETS**

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

WHEREAS, the City of Norwich acquired real property at the corner of East Main and Park Streets through property tax foreclosure; and

WHEREAS, the subject property is considered by the Common Council to be surplus and its continued ownership by the City unnecessary to a useful public purpose; and

WHEREAS, the Common Council has reviewed proposals for the purchase of the property, and considers the proposal from Daniel O’Reilly of Norwich Studios, LLC of Norwich, NY to be an acceptable offer; now, therefore be it

RESOLVED, that the Common Council hereby designates Daniel O’Reilly of Norwich Studios, LLC of Norwich, NY as the “preferred purchaser” of the City-owned property at the corner of East Main and Park Streets; and, be it further

RESOLVED, that the Mayor be and hereby is authorized, under the direction of the City Attorney, to negotiate and enter into a contract for the sale of the City-owned property at the corner of East Main and Park Streets to Daniel O’Reilly of Norwich Studios, LLC.

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

RESOLUTION # - 2024

**AUTHORIZING BUDGET TRANSFER TO COVER OVERTIME COSTS IN THE
FIRE DEPARTMENT**

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

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

WHEREAS, a transfer of \$55,000 is needed to cover those overtime costs; now, therefore be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfers in the 2024 Budget to cover Fire overtime:

From:

<u>Account No.</u>	<u>Name</u>	<u>Account</u>
A1990.4	Contingency	\$20,000
A9050.8	Unemployment	4,000
A9950.1 H93	Permanent Streets	<u>31,000</u>
	Total	\$55,000

To:

<u>Account No.</u>	<u>Name</u>	<u>Account</u>
A3410.1020	Personal Service - Overtime	\$55,000

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

RESOLUTION # - 2024

**AUTHORIZING BUDGET TRANSFER TO COVER OVERTIME COSTS IN THE
POLICE DEPARTMENT**

Ald. _____ 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 \$60,000 is needed to cover those overtime costs; now, therefore be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfers in the 2024 Budget to cover Police overtime:

From:

<u>Account No.</u>	<u>Name</u>	<u>Account</u>
A9950.1 H93	Permanent Streets	\$60,000

To:

<u>Account No.</u>	<u>Name</u>	<u>Account</u>
A3120.1020	Personal Service - Overtime	\$60,000

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

RESOLUTION # - 2024

DECLARING STREET MILLINGS SURPLUS AND AUTHORIZING DISPOSAL

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

WHEREAS, millings from paving projects have been deemed to be surplus by the DPW; and

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

RESOLVED, millings from paving projects be declared as surplus; and, further be it

RESOLVED, that the Director of Finance be and hereby is authorized to dispose of such millings as is provided for by law.

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

RESOLUTION # - 2024

AUTHORIZING AGREEMENT FOR DEVELOPMENT OF A PARKS AND RECREATION MASTERPLAN

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

WHEREAS, the creation of a Parks and Recreation Masterplan has been deemed necessary in order to apply for certain grant funding; and

WHEREAS, the Request for Proposals were received and LaBella of Latham, New York has been recommended with a quote of \$54,000; and

WHEREAS, the City acknowledges it's commitment of approximately \$20,000, with the balance of the \$54,000 being provided by Friends of the Park; and

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

RESOLVED, that the Mayor is hereby authorized to sign an agreement, under the direction of the City Attorney, with LaBella, of Latham, NY for the development of a Parks and Recreation Masterplan; and further be it

RESOLVED, that cost for the development of the Parks and Recreation Masterplan will be \$54,000 with the City's commitment to the plan of approximately \$20,000 with the balance being provided by Friends of the Park.

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

RESOLUTION # - 2024**AUTHORIZING BUDGET TRANSFER TO COVER STREET LIGHTING
OVERAGES**

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

WHEREAS, the costs Streetlighting has exceeded the budgeted amount due to the increase in electric distribution delivery; and

WHEREAS, a transfer of \$40,000 is needed to cover those costs to the end of 2024; now, therefore be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfers in the 2024 Budget:

From:

<u>Account No.</u>	<u>Name</u>	<u>Account</u>
A9950.1 H93	Permanent Streets	<u>31,000</u>
A5142.1010	Snow & Ice – Personal Services	<u>9,000</u>
	Total	\$40,000

To:

<u>Account No.</u>	<u>Name</u>	<u>Account</u>
A5182.4020	Street Lighting - Contracted Services	\$40,000

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

Payment of Bills

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

	<u>Prepaid</u>	<u>10/15/2024</u>	<u>Grand Total</u>
General Fund	\$169,698.49	\$60,278.42	\$229,976.91
Water Fund	42,487.33	11,923.34	54,410.67
Sewer Fund	11,742.66	7,360.93	19,103.59
Trust	42,776.65	-	42,776.65
Comm. Dev. - Special Grants	900.00	-	900.00
Capital Projects	1,202,567.81	-	1,202,567.81
TOTALS	\$1,470,172.94	\$79,562.69	\$1,549,735.63

Seconded by Ald. _____ and duly adopted _____.