

COMMON COUNCIL
AGENDA

Held at
One Court Plaza
January 21, 2025
6:00 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

Approval of minutes of the regular meeting of December 17 and the special meeting of December 23, 2024.

Open Forum

Department, Board and Commission Reports

- ◆ Youth Board Minutes – January
- ◆ Maydole Hose Minutes – December
- ◆ Water Commission Minutes - December
- ◆ Human Resources Report – December
- ◆ Youth Bureau 2024 Annual Report
- ◆ Police Department Report – December

Ward Reports

Motions

- ◆ 2025 Paving – Adding City Hall Parking Lot
- ◆ HelixIntel Asset Management Software
- ◆ Parking Lot Lease with Norwich Place LLC

Resolutions

- ◆ Appointment of Firefighter in the Norwich Fire Department
- ◆ Appointment of MEO I in the DPW
- ◆ Appointment of Water System Maintainer – Unlicensed
- ◆ Awarding Bid – Sanitary Sewer Rehabilitation Project
- ◆ Authorizing Purchase of a Salter in the DPW
- ◆ Authorizing Purchase and Transfer for Sewage Pumps
- ◆ Authorizing Amended Agreement with GHD Engineering for Professional Services for WWTP Upgrades Project
- ◆ Amending Chapter 525 Article III, Vehicle & Traffic
- ◆ Authorizing Payment and Transfer of Funds for Lateral Transfer in the Police Department Coming from Onondaga County
- ◆ SEQRA for Chenango Valley Home

Payment of Bills

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

Adjournment

Motions

- ◆ **2025 Paving – Adding City Hall Parking Lot** – Ald. ____ **moved** to add the paving of the City Hall parking lot to the bid specifications for the 2025 paving bid with the funds coming from HR33-9950.9. Seconded by Ald. ____, approved ayes all.
- ◆ **HelixIntel Asset Management Software** – Ald. ____ **moved** to authorize the use of HelixIntel Asset Management software which is free from NYMIR with the understanding that if the program works well for tracking vehicle maintenance the annual subscription to Fleetio will be discontinued. Seconded by Ald. ____, approved ayes all.
- ◆ **Parking Lot Lease Agreement with Norwich Place LLC** – Ald. ____ **moved** to authorize the Mayor, under direction of the City Attorney, to sign an agreement with Norwich Place LLC for the use of the parking lot portion of 27 North Broad St. for the purpose of providing additional public parking in the downtown area in exchange for maintenance and repair of the lot for a term of two years with an option to extend for another two years. Seconded by Ald. ____, approved ayes all.

Resolutions

RESOLUTION # - 2025 APPOINTMENT OF FIREFIGHTER IN THE NORWICH FIRE DEPARTMENT

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

WHEREAS, Anthony Gallerani was appointed to the temporary position of firefighter in the Norwich Fire Department effective August 12, 2024; and

WHEREAS, the appointment of Anthony Gallerani shall become a permanent appointment; now, therefore be it

RESOLVED, that Anthony Gallerani of New Woodstock, NY, be and hereby is granted a permanent appointment as Firefighter in the Norwich Fire Department at the rate of \$25.64 with the effective date of October 3, 2024.

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

RESOLUTION # - 2025 APPOINTMENT OF MEO I IN THE DPW

Ald. ____ 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; now, therefore be it

RESOLVED, that Charles Stein Jr. of Sherburne, NY, be and hereby is granted a permanent appointment as a full time MEO I to the Norwich DPW Department with a starting salary of \$21.28 per hour effective January 27, 2025; and further be it

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

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

RESOLUTION # - 2025 APPOINTMENT OF WATER SYSTEM MAINTAINER - UNLICENSED

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

WHEREAS, a vacancy exists in the position of Water System Maintainer – Unlicensed in the Department of Public Works; and

WHEREAS, certain recommendations have been made to fill the position; now, therefore be it

RESOLVED, that Alex Anderson of Norwich, NY, be and hereby is provisionally appointed to a full-time position as Water System Maintainer – Unlicensed effective February 3, 2025 at the rate of \$18.84; and further be it

RESOLVED, such appointment is contingent upon successfully passing any required medical examination, background check and any such action as may be necessary by the Norwich Civil Service Commission.

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

RESOLUTION # -2025 AWARDING BID – SANITARY SEWER REHABILITATION PROJECT

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

WHEREAS, bids for the Sanitary Sewer Rehabilitation Project (I&I) were opened on December 19, 2024; and

WHEREAS, the Department of Public Works and Delaware Engineering have recommended the award go to Kenyon Pipeline Inspection, Inc. of Queensbury, NY; now, therefore be it

RESOLVED, that the bid for the Sanitary Sewer Rehabilitation Project be awarded to the lowest qualified bidder meeting specifications to Kenyon Pipeline Inspection, Inc. of Queensbury, NY, in the total base bid amount of \$1,655,350.00.

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

RESOLUTION # - 2025 AUTHORIZING PURCHASE OF A SALTER IN THE DPW

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

WHEREAS, current salters are around 30 years old and the need for an additional salter has been realized; and

WHEREAS, the cost of \$11,040 for the salter would come from the 2024 Budget; and

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

RESOLVED, that the purchase of a salter in the DPW for \$11,040 from the 2024 budget is hereby approved.

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

RESOLUTION # - 2025 AUTHORIZING PURCHASE AND TRANSFER FOR SEWAGE PUMPS

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

WHEREAS, one of the sewage pumps have failed and the other is 30 years old; and

WHEREAS, the two pumps need replacing at a cost of \$27,215.60; and

WHEREAS, the pumps are located near M&T Bank in the Town of Norwich and the Town will be reimbursing the City for the cost of the new pumps; now therefore, be it

RESOLVED, that the purchase of the two sewage pumps for \$27,215.60 by the City and to be reimbursed by the Town of Norwich 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:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
HR34-9950.9	Reserve – Sewer Mains	\$ 27,215.60

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
G8120.2100	Sanitary Sewers - Equipment	\$ 27,215.60

RESOLUTION # - 2025

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

WHEREAS, the EFC has reviewed the engineering contract and recommended adding their Terms and Conditions language as well as correcting a \$200 discrepancy; now, therefore be it

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

AMENDING CHAPTER 525 ARTICLE III, VEHICLE & TRAFFIC

WHEREAS, pursuant to Chapter 525, Section 14 of the City Code of the City of Norwich, the Common Council has been granted the authority to make, promulgate and enforce reasonable rules and regulations governing and designating parking, parking spaces, safety and loading zones, one-way streets and streets for through traffic; and

RESOLVED, that Section 525-54 F. No Parking, of the City Code of the City of Norwich be and hereby is amended as follows:

And further be it

BIVIANO LANE is hereby designated as a STOP STREET at the intersection of Brown Avenue.

MAIN STREET WEST is hereby designated as a STOP STREET as the intersection of Elm Street.

4

ELM STREET is hereby designated as a STOP STREET as the intersection of West Main Street.

ELM STREET is hereby designated as a STOP STREET as the intersection of Conkey Avenue.

ELM STREET is hereby designated as a STOP STREET as the intersection of Francis Avenue.

ELM STREET is hereby designated as a STOP STREET as the intersection of Eaton Avenue.

BIRDSALL STREET is hereby designated as a STOP STREET as the intersection of Front Street.

BIRDSALL STREET is hereby designated as a STOP STREET as the intersection of Clinton Street.

FRONT STREET is hereby designated as a STOP STREET as the intersection of Birdsall Street.

CLINTON STREET is hereby designated as a STOP STREET as the intersection of Birdsall Street.

[Underlined material is new.]

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

RESOLUTION # - 2025

**AUTHORIZING PAYMENT AND TRANSFER OF FUNDS FOR
LATERAL TRANSFER IN THE POLICE DEPARTMENT COMING
FROM ONONDAGA COUNTY**

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

WHEREAS, a the City of Norwich accepted a lateral transfer from the Onondaga County Sheriff's Office; and

WHEREAS, per GML 72C, reimbursement for training and salary is due to Onondaga County in the amount of \$43,553.70; now, therefore be it

RESOLVED, payment of \$43,553.70 to Onondaga County for the training and salary of a lateral transfer in the Police Department per GML 72C is hereby authorized; and further be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer of funds totaling \$23,553.70:

From:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A9060.8	Employee Benefits – Hospital & Medical Insurance	\$ 15,000.00
A8560.1010	Street Tree Management – Personal Services	4,800.61
A1990.4	Contingency	<u>3,753.09</u>
		\$ 23,553.70

To:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A1430.4020	Human Resource – Contracted Services	\$ 23,553.70

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

Payment of Bills

Ald. _____ **moved** to pay the December 2024 and January 2025 bills after proper audit and certification.

		Prepaid		Prepaid Jan		Bill List	<u>Grand Total</u>
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	12/31/24	2025	1/21/25	
General Fund	\$123,333.09	\$175,160.41	\$96,140.59	\$394,634.09
Water Fund	7,933.55	13,170.59	15,015.19	36,119.33
Sewer Fund	2,658.23	16,905.77	23,122.30	42,686.30
Trust	10,470.56	45,419.91	-	55,890.47
Comm. Dev. - Special Grants	3,000.00	-	-	3,000.00
Capital Projects	3,850.00	-	-	3,850.00
TOTALS	\$151,245.43	\$250,656.68	\$134,278.08	\$536,180.19

Seconded by Ald. _____ and duly adopted _____.