

COMMON COUNCIL
AGENDA

Held at
One Court Plaza
February 18, 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 Organizational meeting of January 7, 2025 and the regular meeting of January 21, 2025.

Open Forum

Correspondence

- ◆ Rolling Antiquers 58th Annual Car Show

Department, Board and Commission Reports

- ◆ Park Commission Minutes – January
- ◆ Ontario Hose Minutes – January
- ◆ BID Board Minutes – January
- ◆ Youth Board Minutes – February
- ◆ Human Resources Report – January
- ◆ Police Department Report – January
- ◆ Fire Department Report - January

Mayoral Appointment

Youth Board

- ◆ *Sonya Houston, 127 South Broad Street, appointed to fill the remainder of a three-year term expiring December 31, 2025.*

Ward Reports

Motions

- ◆ BID Appointments by the City
- ◆ Set Public Hearing regarding Term Limits

Resolutions

- ◆ Appointment Of Firefighter in the Norwich Fire Department
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- ◆ Authorizing Purchase and Transfer for Air Bottles at the Fire Department
- ◆ Authorizing Purchase and Transfer for Portable Radios at the Fire Department
- ◆ Authorizing Transfer for New Computers, Laptops and Remote Site Upgrades
- ◆ Authorizing Purchase of Surveillance Cameras
- ◆ Authorizing Payment and Transfer for Order Of Settlement Regarding 54 East Main Street
- ◆ Awarding Bid – Jamba Farm Lease

Payment of Bills

Executive Session – To discuss the employment history of a particular individual and the sale of property where price may be affected.

Adjournment

Correspondence

Rolling Antiquers 58th Annual Car Show - Ald. _____ **moved** to approve a request from the Rolling Antiquers Car Club for Police and Fire assistance during their annual car show at the Fairgrounds on May 24 and 25, 2025. Seconded by Ald. _____, approved ayes all.

Motions

- ◆ **BID Appointments** – Ald. _____ **moved** to approve the City’s annual appointments to the BID Board: Mayor’s appointment – Dana Wall; Finance Director’s appointment – Scott Burlison; Common Council appointment – Adrienne Zornow. Seconded by Ald. _____, approved ayes all.
- ◆ **Set Public Hearing regarding Term Limits** – Ald. _____ **moved** to set a Public Hearing for March 18, 2025 at 6:00 p.m. to hear comment relative to Term Limits for Alderpersons and the Mayor. Seconded by Ald. _____, approved ayes all.
- ◆ **Authorize Purchase of Cameras** – Ald. _____ moved to authorize the purchase and installation of 19 cameras using the grant funds received. 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, a vacancy exists in the position of firefighter in the Norwich Fire Department; and

WHEREAS, the Fire Chief has recommended the appointment of Owen Rose of Sherrill, NY, to such position; now, therefore be it

RESOLVED, that Owen Rose of Sherrill, NY, be and hereby is granted a permanent appointment as Firefighter in the Norwich Fire Department as the rate of \$24.91, effective March 14, 2025, contingent upon successfully passing the required medical, psychological examinations and background check and any action necessary from the Norwich Civil Service Commission; and further be it

RESOLVED, that Owen Rose of Sherrill, NY must move within 30 miles of the Norwich Fire Department after completion of the Fire Academy.

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

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

Ald. _____ 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 Evan Grainger of New Berlin, NY, to such position; now, therefore be it

RESOLVED, that Evan Grainger of New Berlin, NY, be and hereby is granted a permanent appointment as Firefighter in the Norwich Fire Department as the rate of \$24.91, effective March 15, 2025, contingent upon successfully passing the required medical, psychological examinations and background check and any action necessary from the Norwich Civil Service Commission.

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

RESOLUTION # - 2025 AUTHORIZING PURCHASE AND TRANSFER FOR AIR BOTTLES AT THE FIRE DEPARTMENT

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

WHEREAS, 15 air bottles at the Fire Department need to be replaced; and

WHEREAS, replacement will cost of \$15,867 and necessitate a transfer of funds; and

RESOLVED, that the purchase of the 15 air bottles for \$15,867 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>From:</u>		<u>Amount</u>
<u>Account Number</u>	<u>Name</u>	
HR32-9950.9	Reserve – Fire Equipment	\$ 15,867.00

<u>To:</u>		<u>Amount</u>
<u>Account Number</u>	<u>Name</u>	
A3410.2100	Fire Department - Equipment	\$ 15,867.00

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

RESOLUTION # - 2025 AUTHORIZING PURCHASE AND TRANSFER FOR PORTABLE RADIOS AT THE FIRE DEPARTMENT

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

WHEREAS, 10 portable radios at the Fire Department are needed; and

WHEREAS, the cost of the radios will be \$40,000 and necessitate a transfer of funds; and

RESOLVED, that the purchase of the 10 portable radios at a cost of \$40,000 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>From:</u>		<u>Amount</u>
<u>Account Number</u>	<u>Name</u>	
HR32-9950.9	Reserve – Fire Equipment	\$ 40,000.00

<u>To:</u>		<u>Amount</u>
<u>Account Number</u>	<u>Name</u>	
A3410.2100	Sanitary Sewers - Equipment	\$ 40,000.00

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

RESOLUTION # - 2025 AUTHORIZING TRANSFER FOR NEW COMPUTERS, LAPTOPS AND REMOTE SITE UPGRADES

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

WHEREAS, the replacement of 18 computers and laptops for Fire, EMO, DPW, Police and Water departments according to the maintenance schedule as well as remote site upgrades are needed; and

WHEREAS, of up to \$25,000 are needed to complete the capital equipment replacement plan; now therefore be it

RESOLVED, that the replacement of 18 computers and laptops for Fire, EMO, DPW, Police and Water departments as well as remote site upgrades per the capital equipment replacement plan 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 up to \$25,000:

<u>From:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
HR24-9950.9	Reserve – Office Equipment/Computer System Dev.	\$ 25,000.00

<u>To:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A1680.2100	Management Info Systems - Equipment	\$ 25,000.00

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

RESOLUTION # - 2025 AUTHORIZING PURCHASE OF SURVEILLANCE CAMERAS

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

WHEREAS, grant funds for the purchase of surveillance cameras has been received; and

WHEREAS, the a quote of \$45,000 for 19 cameras from Chimera has been received; now therefore be it

RESOLVED, that the purchase of the 19 cameras at a cost of \$45,000 using the grant funds received is hereby approved;

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

RESOLUTION # - 2025 AUTHORIZING PAYMENT AND TRANSFER FOR ORDER OF SETTLEMENT REGARDING 54 EAST MAIN STREET

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

WHEREAS, the City has received the Demand for Audit and Refunds and Stipulation and Order of Settlement regarding 54 East Main Street (MVP Plaza, LLC) due to the reduction in assessment; and

WHEREAS, the payment of \$68,877.84 will require a transfer; now therefore be it

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

<u>From:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A910		\$ 68,877.84

<u>To:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A1950.4		\$ 68,877.84

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

RESOLUTION # -2025 AWARDING BID – JAMBA FARM LEASE

Ald. ____ introduced the following and moved its adoption:

WHEREAS, a bid for the lease of Jamba Farm has been received and was opened on February 10, 2025; and

WHEREAS, the highest bidder meeting qualification is Andrew and Blake Place for \$9,750.00 per year; now, therefore be it

RESOLVED, that the bid for the lease of Jamba Farm for the twelve months from April 1, 2025 through March 31, 2026, with a renewal provision for two succeeding twelve-month periods, be awarded to the highest qualified bidder meeting specifications, Andrew and Blake Place of Glenfield, NY, in the amount of \$9,750.00 per year.

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

Payment of Bills

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

	<u>Prepaid</u>	<u>2/18/2025</u>	<u>Grand Total</u>
General Fund	\$1,974,262.34	\$47,306.73	\$2,021,569.07
Water Fund	50,467.83	12,687.42	63,155.25
Sewer Fund	65,871.66	20,475.84	86,347.50
Trust	44,170.89	-	44,170.89
Comm. Dev. - Special Grants	745.00	-	745.00
Capital Projects	40,794.00	-	40,794.00
TOTALS	\$2,176,311.72	\$80,469.99	\$2,256,781.71

Seconded by Ald. _____ and duly adopted _____.