

COMMON COUNCIL
AGENDA

Held at
One Court Plaza
July 15, 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 June 17, 2025.

Public Hearing

Open Forum

Correspondence

- ◆ Pickleball Tournament

Department, Board and Commission Reports

- ◆ Ontario Hose Minutes – June
- ◆ Parks Minutes – June
- ◆ Civil Service Minutes – May, June
- ◆ Fire Department Report - May

Mayoral Appointment

Youth Board

- ◆ *Sharon Vesley, The Place, 20 E. Main St., appointed to fill the remainder of a three-year term expiring December 31, 2026.*

Ward Reports

Motions

- ◆ Set Public Hearing for Proposed Local Law (E) regarding Chapter 109 Salaries and Compensation (Mayor)
- ◆ Set Public Hearing for Proposed Local Law (F) regarding Chapter 109 Salaries and Compensation (Alderspersons)

Resolutions

- ◆ Authorizing Transfer of Fire Capital Reserve Funds for Fire Department Equipment
- ◆ Authorizing Transfer from Capital Reserves for Ladder Truck Repairs
- ◆ Authorizing Transfer from Capital Reserves for City Hall Heat Pumps
- ◆ Amending Municipal Fee Schedule for Leachate Rate
- ◆ Authorizing Change Order No. 1 for the 2025 Sanitary Sewer Line Rehabilitation and Replacement Project
- ◆ Authorizing Change Order No. 2 for the 2025 Sanitary Sewer Line Rehabilitation and Replacement Project
- ◆ Authorizing Change Order No. 1 for the 2025 Lead Service Line Replacement Project
- ◆ Application for Smart Growth Community Planning Program (Resolution wording pending)

Payment of Bills

Executive Session – To discuss contract negotiations

Adjournment

Motions

- ♦ **Set Public Hearing – Chapter 109 Salaries and Compensation (Mayor)** – Ald. _____ **moved** to set a Public Hearing for August 19, 2025 at 6:30 p.m. to hear public comment regarding proposed Local Law No. (E) of 2025 Chapter 109 Salaries and Compensation. Seconded by Ald. _____, approved ayes all.

PROPOSED LOCAL LAW NO. (E)
OF 2025

A LOCAL LAW TO AMEND CHAPTER 109
OF THE CITY OF NORWICH

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

A local law adopted pursuant to Chapter 109 in the City of Norwich.

Article I

Mayor and Aldermen

[Adopted 1-7-1985 by L.L. No. 1-1985]

§ 109-1 **Annual salaries.**

The annual salaries of the following City officers are hereby established as follows:

A. Mayor ~~\$16,210~~ **\$20,000**

§ 109-2 **Effective date; permissive referendum.**

This article shall take effect ~~December 9, 2022~~ **January 1, 2026** or **45 Days from Adoption by Council**, upon after final adoption, whichever shall occur later, and shall be subject to a permissive referendum.

Old material is crossed out; New material is *italic* and underlined

- ♦ **Set Public Hearing – Chapter 109 Salaries and Compensation (Alderpersons)** – Ald. _____ **moved** to set a Public Hearing for August 19, 2025 at 6:30 p.m. to hear public comment regarding proposed Local Law No. (E) of 2025 Chapter 109 Salaries and Compensation. Seconded by Ald. _____, approved ayes all.

PROPOSED LOCAL LAW NO. (F)
OF 2025

A LOCAL LAW TO AMEND CHAPTER 109
OF THE CITY OF NORWICH

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

A local law adopted pursuant to Chapter 109 in the City of Norwich.

Article I

Mayor and Aldermen

[Adopted 1-7-1985 by L.L. No. 1-1985]

§ 109-1 **Annual salaries.**

The annual salaries of the following City officers are hereby established as follows:

B. Members of the Common Council (Aldermen): ~~\$4,000~~ **\$5,000**. [Amended 12-2-1987 by L.L. No. 3-1987; 12-26-1989 by L.L. No. 1-1990]

§ 109-2 **Effective date; permissive referendum.**

This article shall take effect ~~December 9, 2022~~ **January 1, 2026** or 45 Days from Adoption by Council, upon after final adoption, whichever shall occur later, and shall be subject to a permissive referendum.

Old material is crossed out; New material is *italic* and underlined

Resolutions

RESOLUTION # - 2025 AUTHORIZING TRANSFER OF FIRE CAPITAL RESERVE FUNDS FOR FIRE DEPARTMENT EQUIPMENT

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

WHEREAS, 2 carbide chainsaw chains, material for a drying rack, SD cards, 5 batteries and a 12 volt charger, 10 particulate hoods, and a welded frame for the electric hoist are needed for Fire Department equipment; and

WHEREAS, \$2,844.05 needs to be transferred for the purchases; and

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

RESOLVED, that the Director of Finance be and hereby is authorized to make the following supplemental appropriation in the 2025 budget:

<u>From:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
HR32	Fire Equipment – Reserves	\$ 2,844.05
 <u>To:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A3410.2100	Fire Department – Equipment	\$ 2,844.05

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

RESOLUTION # - 2025 AUTHORIZING TRANSFER FROM CAPITAL RESERVES FOR LADDER TRUCK REPAIRS

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

WHEREAS, the ladder truck is 20 years old; and

WHEREAS, \$3,600 to repair the turntable and \$3,368 for the pedestal housing repair are needed; and

WHEREAS, a transfer of \$6,968.00 from Capital Reserves is needed; now, therefore be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following supplemental appropriation in the 2025 budget for repairs to the ladder truck:

<u>From:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
HR32	Fire Equipment – Reserves	\$6,968.00
 <u>To:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A3410.4041	Fire Department – Fire Truck Maintenance	\$6,968.00

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

RESOLUTION # - 2025**AUTHORIZING TRANSFER FROM CAPITAL RESERVES FOR CITY HALL
HEAT PUMPS**

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

WHEREAS, the air conditioning at City Hall has ceased working; and

WHEREAS, the installation of heat pumps has been recommended; and

WHEREAS, a transfer of \$10,250 from Capital Reserves is needed; now, therefore be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following supplemental appropriation in the 2025 budget for the installation of heat pumps at City Hall:

From:

Account Number

HR33-9950.9

Name

Municipal Buildings – Reserves

Amount

\$10,250.00

To:

Account Number

A1620.2100

Name

Municipal Buildings – Equipment

Amount

\$10,250.00

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

RESOLUTION # - 2025**AMENDING MUNICIPAL FEE SCHEDULE FOR LEACHATE RATE**

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

WHEREAS, the Common Council adopted Resolution #71-2010 on October 19, 2010, establishing a consolidated Municipal Fees & Fines Schedule of various fees and certain fines into a single document; and

WHEREAS, the Common Council seeks to raise the leachate rate from .05 to .07 per gallon; and

WHEREAS, those changes require a change to the Municipal Fee Schedule; and

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

RESOLVED, that the Municipal Fee Schedule of the City of Norwich be and hereby is updated effective as of effective July 1, 2025:

Leachate (excluding Pharsalia) .07 a gallon

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

RESOLUTION # - 2025**AUTHORIZING CHANGE ORDER NO. 1 FOR THE 2025 SANITARY SEWER
LINE REHABILITATION AND REPLACEMENT PROJECT**

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

WHEREAS, bids for the 2025 Sanitary Sewer Line Rehabilitation and Replacement Project were opened on December 19, 2024; and

WHEREAS, due to additional work and a change in the size of piping resulting in additional charges of \$201,671.64; and

WHEREAS, a credit of \$19,600.00 to the project due to a reduction in bid item No. 7 for 245 linear feet of 16" liner; and

WHEREAS, Change Order 1 to the project is necessary to cover the resulting \$221,271.64 in additional costs; now therefore be it

RESOLVED, that Change Order 1 in the amount of \$221,271.64 to the Sanitary Sewer Line Rehabilitation and Replacement Project is hereby authorized; and further be it

RESOLVED, that the date of substantial completion shall now be September 16, 2025.

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

RESOLUTION # - 2025

AUTHORIZING CHANGE ORDER NO. 2 FOR THE 2025 SANITARY SEWER LINE REHABILITATION AND REPLACEMENT PROJECT

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

WHEREAS, bids for the 2025 Sanitary Sewer Line Rehabilitation and Replacement Project were opened on December 19, 2024; and

WHEREAS, manhole and lamphole replacement and repairs must be completed before work can continue to the project; and

WHEREAS, Change Order 2 to the project is necessary to cover the resulting \$225,925.00 in additional costs; now therefore be it

RESOLVED, that Change Order 2 in the amount of \$225,925.00 to the Sanitary Sewer Line Rehabilitation and Replacement Project is hereby authorized.

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

RESOLUTION # - 2025

AUTHORIZING CHANGE ORDER NO. 1 FOR THE 2025 LEAD SERVICE LINE REPLACEMENT PROJECT

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

WHEREAS, bids for the 2025 Sanitary Sewer Line Rehabilitation and Replacement Project were opened on February 27, 2025; and

WHEREAS, due to additional exploratory excavations resulting in additional charges of \$3,500; and

WHEREAS, a credit of \$138,400 to the project due to the excavations revealing bid items that were found to be unnecessary; and

WHEREAS, Change Order 1 to the project is necessary to the changes under the project; now therefore be it

RESOLVED, that Change Order 1 reflecting the changes to the 2025 Sanitary Sewer Line Rehabilitation and Replacement Project and resulting credit of \$138,400 is hereby authorized.

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

RESOLUTION # - 2025
pending)

Application for Smart Growth Community Planning Program (Resolution wording

Payment of Bills

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

	<u>Prepaid</u>	<u>7/15/2025</u>	<u>Grand Total</u>
General Fund	\$342,378.01	\$66,686.80	\$409,064.81
Water Fund	33,760.48	10,070.29	43,830.77
Sewer Fund	23,662.41	25,868.99	49,531.40
Trust	44,206.05	-	44,206.05
Comm. Dev. - Special Grants	1,250.00	-	1,250.00
Capital Projects	102,317.44	-	102,317.44
TOTALS	\$547,574.39	\$102,626.08	\$650,200.47

Seconded by Ald. _____ and duly adopted _____.