

COMMON COUNCIL
Special meeting Agenda

Held at
One Court Plaza
December 2, 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

Public Hearing – 2026 Tentative Budget

Resolution

- ◆ Appointment of Firefighter in the Norwich Fire Department
- ◆ Authorizing City/County Tax Levy For 2025 (draft)
- ◆ Authorizing Non-Unit Compensation Schedule
- ◆ Adopting Fiscal Year 2026 General Fund Budget
- ◆ Adopting Fiscal Year 2026 Special Grants Fund and Debt Service Fund Budgets
- ◆ Adopting Fiscal Year 2026 Wastewater Fund Budget
- ◆ Adopting Fiscal Year 2026 Water Fund Budget
- ◆ Adopting Water Rates – Town of Norwich Effective April 1, 2026 Billings
- ◆ Adopting Water and Sewer Use Rates in the City of Norwich

Adjournment

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, Mitchell Doing of Sherburne, NY, has been recommended for the appointment to such position as a lateral transfer from his current position as a Fire Assistant; now, therefore be it

RESOLVED, that Mitchell Doing of Sherburne, NY, be and hereby is granted a permanent, full-time appointment as Firefighter in the Norwich Fire Department at the rate of \$26.28, effective December 9, 2025, contingent on and any action necessary from the Norwich Civil Service Commission.

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

RESOLUTION # - 2025

AUTHORIZING CITY/COUNTY TAX LEVY FOR 2026 (draft)

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

WHEREAS, the taxes to be levied by Chenango County for collection by the City of Norwich during 2025 total \$ _____; and

WHEREAS, the budget of the City of Norwich for the year 2026 has been duly adopted and the amount to be raised by taxes is \$3,749,522 and the amount of special assessments and other items total \$ _____, for a total City levy of \$ _____, therefore be it

RESOLVED, that said taxes totaling \$ _____ are hereby levied against the real property of the City of Norwich. The Director of Finance is hereby directed to extend said tax against the property listed in the assessment roll of the City of Norwich. The Mayor is hereby authorized to execute and issue to the Director of Finance the tax warrant for the collection of the above-mentioned taxes.

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

RESOLUTION # - 2025

AUTHORIZING NON-UNIT COMPENSATION SCHEDULE

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

WHEREAS, the 2026 compensation schedule for non-unit employees was received by the Common Council on November 25, 2025 as a component part of the 2026 budget; now therefore be it

RESOLVED, that the 2026 compensation schedule be amended as follows from the 2025 non-unit compensation schedule, effective January 1, 2026.

**CITY OF NORWICH
2026 Non-Unit Compensation Schedule**

(Non-Unit Employees: Increase of 3% over prior year Compensation Schedule)

<u>Compensation Levels Based on 2,080-Hour Work Year:</u>						
<u>Grade</u>	<u>Entry Level</u>		<u>After 5 Years</u>		<u>After 10 Years</u>	
	<u>Yearly</u>	<u>Hourly</u>	<u>Yearly</u>	<u>Hourly</u>	<u>Yearly</u>	<u>Hourly</u>
35	122,616	58.95	132,425	63.67	142,235	68.38
34	117,291	56.39	126,674	60.90	136,058	65.41

33	112,008	53.85	120,969	58.16	129,929	62.47
32	106,579	51.24	115,106	55.34	123,632	59.44
31	100,422	48.28	108,456	52.14	116,490	56.00
30	96,221	46.26	103,918	49.96	111,616	53.66
29	93,205	44.81	100,661	48.39	108,118	51.98
28	91,270	43.88	98,572	47.39	105,874	50.90
27	85,488	41.10	92,327	44.39	99,166	47.68
26	80,163	38.54	86,576	41.62	92,989	44.71
25	69,555	33.44	75,120	36.12	80,684	38.79
24	65,998	31.73	71,278	34.27	76,558	36.81
23	62,462	30.03	67,459	32.43	72,456	34.83
22	58,968	28.35	63,685	30.62	68,403	32.89
21	55,432	26.65	59,867	28.78	64,301	30.91
20	52,458	25.22	56,654	27.24	60,851	29.26
19	50,107	24.09	54,116	26.02	58,124	27.94
18	48,339	23.24	52,206	25.10	56,073	26.96

Grade 32 - Police Chief - 5 Year Step

Grade 31 - Director of Finance & Fire Chief - 5 Year Step

Grade 30 - Community Development Director - 5 Year Step

Grade 29 - Assistant Police Chief - 5 Year Step/DPW Superintendent - 5 Year Step

Grade 28 - Assistant DPW Superintendent - 5 Year Step

Grade 27 - Human Resources Director - 5 Year Step

Grade 20 - Deputy City Clerk - 5 Year Step

Part-Time Non-Unit Positions

	Hourly Rate	Annual
Assessor (8 hrs. wk/416 Annually)	\$ 66.98	\$ 27,864
Coordinator of Disaster Preparedness (10 hrs wk/520 hrs Annually)	\$ 19.88	\$ 10,338
Director of Parks & Recreation (22 hrs. wk/1144 hrs Annually)	\$ 20.38	\$ 23,315
Youth Bureau Director (19 hrs wk/988 hrs Annually)	\$ 20.38	\$ 20,135
Recreation Coordinator (364 hrs Annually)	\$ 18.30	\$ 6,661

Seasonal Employees

Lifeguards	\$16.23 - \$17.86
Laborers	\$16.00
All other Seasonal & Temporary Employees	\$16.00 - \$19.48

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

RESOLUTION # -2025

ADOPTING FISCAL YEAR 2026 GENERAL FUND BUDGET

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

WHEREAS, a tentative fiscal Year 2026 General Fund budget in the amount of \$11,495,183 was received by the Common Council on November 25, 2025; and

WHEREAS, a public hearing on such budget was held on December 2, 2025; now, therefore be it

RESOLVED, that the Fiscal Year 2026 General Fund Budget for the City of Norwich in the amount of \$11,495,183 received on November 25, 2025, be and hereby is adopted.

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

RESOLUTION # -2025

**ADOPTING FISCAL YEAR 2026 SPECIAL GRANTS FUND AND DEBT
SERVICE FUND BUDGETS**

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

WHEREAS, tentative fiscal Year 2026 budgets for the Special Grants Fund in the amount of \$590,730 and the Debt Service Fund in the amount of \$452,844 were received by the Common Council on November 25, 2025; and

WHEREAS, a public hearing on such budgets was held on December 2, 2025; now, therefore be it

RESOLVED, that the Fiscal Year 2026 Special Grants Fund Budget for the City of Norwich as received by the Common Council on November 25, 2025, in the amount of \$590,730, be and hereby is adopted; and, further be it

RESOLVED, that the Fiscal Year 2026 Debt Service Fund Budget for the City of Norwich as received by the Common Council on November 25, 2025, in the amount of \$452,844, be and hereby is adopted.

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

RESOLUTION # -2025

ADOPTING FISCAL YEAR 2026 WASTEWATER FUND BUDGET

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

WHEREAS, a tentative fiscal Year 2026 Wastewater Fund budget in the amount of \$1,064,232 was received by the Common Council on November 25, 2025; and

WHEREAS, a public hearing on such budget was held on December 2, 2025; now, therefore be it

RESOLVED, that the Fiscal Year 2026 Wastewater Fund Budget for the City of Norwich in the amount of \$1,064,232, as received on November 25, 2025, be and hereby is adopted.

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

RESOLUTION # -2025

ADOPTING FISCAL YEAR 2026 WATER FUND BUDGET

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

WHEREAS, a tentative fiscal Year 2026 Water Fund budget in the amount of \$1,631,440 was received by the Common Council on November 25, 2025; and

WHEREAS, a public hearing on such budget was held on December 2, 2025; now, therefore be it

RESOLVED, that the Fiscal Year 2026 Water Fund Budget for the City of Norwich in the amount of \$1,631,440, as received on November 25, 2025, be and hereby is adopted.

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

RESOLUTION # -2025**ADOPTING WATER RATES – TOWN OF NORWICH
EFFECTIVE WITH APRIL 1, 2026 BILLINGS**

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

WHEREAS, the City has contracts for supplying water with the Town of Norwich (the “Town”) which provide that related costs shall be allocated to the Town in a water rate schedule determined by the City each year; and

RESOLVED, that the following rate schedule for billing of water provided to the Town by the City be and hereby is approved and shall take effect with billings commencing April 1, 2026.

NORWICH WATER SYSTEM							
ADOPTED WATER RATES FOR TOWN OF NORWICH							
FOR 2026 BUDGET YEAR							
(Effective in Billings Starting April 1, 2026)							
						Amount of	
				Present	Proposed	<u>Increase:</u>	Percentage
				<u>(2025)</u>	<u>(2026)</u>	<u>\$ / cu. ft.</u>	<u>Increase</u>
<u>WATER USE QUARTERLY</u>							
<u>RATES:</u>							
Minimum Charge up to 1,000 cubic feet:				\$ 89.77	\$89.77	\$0.00	0.00%
Charge per 100 cu. ft. for Additional							
Usage Over 1,000 cubic feet:							
Additional 1,000 to 13,000 cubic feet:				\$7.72	\$7.72	0.00	0.00%
Additional 13,000 to 50,000 cubic feet:				\$7.99	\$7.99	0.00	0.00%
Additional 50,000 (and over) cubic feet:				\$8.21	\$8.21	0.00	0.00%

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

RESOLUTION # -2025**ADOPTING WATER AND SEWER USE RATES IN THE CITY OF NORWICH**

Ald. _____ introduced the following and moved its adoption:

WHEREAS, Chapter 542 of the Code of the City of Norwich states that the Common Council shall set water and sewer use rates as deemed necessary for the City of Norwich; and

WHEREAS, the Common Council received proposed water and sewer use rates in the City of Norwich on November 25, 2025; and

WHEREAS, a public hearing was held on December 2, 2025, in connection with the 2026 Budget, including said proposed water and sewer use rates; now, therefore be it

RESOLVED, that the water and sewer use rates in the City of Norwich, as presented to the Common Council on November 25, 2025, be and hereby are set as follows:

**NORWICH WATER SYSTEM
RATES
FOR 2026 BUDGET
(Effective January 1, 2026 & Reflected in Billings Starting April 1, 2026)**

<u>WATER USE QUARTERLY RATES:</u>	<u>Present</u> <u>(2025)</u>	<u>Proposed</u> <u>(2026)</u>
Minimum Charge up to 1,000 cubic feet:	\$ 68.14	\$ 68.14
Charge per 100 cu. ft. for Additional Usage Over 1,000 cubic feet:		
Additional 1,000 to 13,000 cubic feet:	5.93	5.93
Additional 13,000 to 50,000 cubic feet:	6.23	6.23
Additional 50,000 (and over) cubic feet:	6.54	6.54
<u>SEWER USE QUARTERLY RATE:</u>		
Charge per 100 cu. ft. of total Water Use:	\$ 4.73	\$ 5.01
Fire Service		
1 ½ inch service	60.00	60.00
4 or 6 inch service	110.00	110.00
8 inch service	190.00	190.00
12 inch service	220.00	220.00
Hydrant Charge		
Per Each Hydrant	55.00	55.00

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