

COMMON COUNCIL
AGENDA

Held at
One Court Plaza
December 16, 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 special meetings of October 7 and November 5 and 25 and the regular meetings of October 21 and November 18, 2025.

Open Forum

Correspondence

- ◆ Curb Cut at 28 Silver St.

Department, Board and Commission Reports

- ◆ Police Department Report – October, November
- ◆ Fire Department Report – October, November
- ◆ Human Resources Report – October
- ◆ Finance Report – October, November
- ◆ Zoning Board of Appeals Minutes – February, March, May 2023
- ◆ Alert Hose Minutes – September, October, November
- ◆ Traffic Minutes – August, September
- ◆ Civil Service Minutes – October

Ward Reports

Motions

- ◆ Staff Parking Spots at the Police Department

Resolutions

- ◆ Authorizing City/County Tax Levy for 2026
- ◆ Appoint Assistant Superintendent of DPW
- ◆ Authorizing Transfer of Funds for Purchase of Plow Truck
- ◆ Authorizing Budget Transfer to Cover Overtime Costs in the Fire Department
- ◆ Authorizing Budget Transfer to Cover Overtime Costs in the Police Department
- ◆ Authorizing Transfer of Reserve Funds for Police Department License Plate Reader (LPR)
- ◆ Authorizing Shared Service Agreement with NYSDOT
- ◆ Awarding Bid for Ventrac Tractor
- ◆ Authorizing Mayor to Sign 2026 Animal Shelter Agreement with Chenango County SPCA
- ◆ Authorizing Transfer of Funds for Paving of City Hall Parking Lot

Payment of Bills

Executive Session (if necessary)

Adjournment

Correspondence

Curb Cut at 28 Silver St. – Ald. ____ **moved** to approve the curb cut request at 28 Silver St. Seconded by Ald. ____, approved ayes all.

Motions

Staff Parking Spots at the Police Department – Ald. ____ **moved** to approve 12 staff-designated parking spaces at the Police Department. Seconded by Ald. ____, approved ayes all.

Resolutions

RESOLUTION # - 2025

AUTHORIZING CITY/COUNTY TAX LEVY FOR 2026

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 2026 total \$2,883,048.64; 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 \$3,749,522.00 and the amount of special assessments and other items total \$77,915.86, for a total City levy of \$3,827,437.86, therefore be it

RESOLVED, that said taxes totaling \$6,710,486.50 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

APPOINT ASSISTANT SUPERINTENDENT OF DPW

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

WHEREAS, a vacancy exists in the position of Assistant Superintendent of DPW; and

WHEREAS, recommendations have been made for the appointment of David Coish of Richford, NY, to the position of Assistant Superintendent of DPW; now, therefore be it

RESOLVED, that David Coish of Richford, NY be and hereby is provisionally appointed to the position of Assistant Superintendent of DPW at the rate of \$88,608 effective December 29, 2025; and further be it

RESOLVED, that appointment shall be contingent upon any such action as may be necessary by the Civil Service Commission.

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

RESOLUTION # - 2025

AUTHORIZING TRANSFER OF FUNDS FOR PURCHASE OF PLOW TRUCK

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

WHEREAS, Truck #5 is 35 years old and has reached the end of its useful life and needs to be replaced; and

WHEREAS, a State bid with Onondaga County for a new 2027 International HV507 SFA 4x2 Chassis for \$126,834.00 has been received from Allegiance Trucks of Liverpool; and

WHEREAS, with the plow package price \$122,161 and a \$7,000 tariff cost the total purchase price will total \$255,995; and

WHEREAS, the Joint Committees have made certain recommendations; and

WHEREAS, a transfer of funds are therefore required in connection with the above purchase, now, therefore be it

RESOLVED, that the purchase of a new 2027 International HV507 SFA 4x2 Chassis Truck and Plow is approved; and, further be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer of funds in the 2020 Budget:

<u>From:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
HR26-909	Capital Reserves – Highway Equipment	\$255,995

<u>To:</u>		
<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A5110.2100	Street Maintenance – Equipment	\$255,995

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

RESOLUTION # - 2025 **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 \$20,000 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 2025 Budget to cover Fire overtime:

<u>From:</u>		
<u>Account No.</u>	<u>Name</u>	<u>Account</u>
A9950.1H93	General – Permanent Streets – Capital Projects	20,000

<u>To:</u>		
<u>Account No.</u>	<u>Name</u>	<u>Account</u>
A3410.1020	Personal Service - Overtime	\$20,000

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

RESOLUTION # - 2025 **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 \$14,000 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>
A9950.1H93	General – Permanent Streets – Capital Projects	14,000

To:

<u>Account No.</u>	<u>Name</u>	<u>Account</u>
A3120.1020	Personal Service - Overtime	\$14,000

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

RESOLUTION # -2025

**AUTHORIZING TRANSFER OF RESERVE FUNDS FOR POLICE
DEPARTMENT LICENSE PLATE READER (LPR)**

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

WHEREAS, the Cloud Runner for the License Plate Reader (LPR) has expired and must be renewed; and

WHEREAS, the LPR would allow for the sharing of critical information with various law enforcement agencies; and

WHEREAS, the transfer of \$3,000 for the LPR Cloud Runner would come from Reserves; and

WHEREAS, the Joint Committee has concurred with the recommendation; now, therefore be it

RESOLVED, that the renewal of the LPR for the Police Department 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 in the 2025 Budget:

From:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
HR21-9950.9	Capital Reserves – Police Equipment	\$ 3,000

To:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A3120.2100	Police - Equipment	\$ 3,000

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

RESOLUTION # -2025

AUTHORIZING SHARED SERVICE AGREEMENT WITH NYSDOT

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

WHEREAS, the City of Norwich and the New York State Department of Transportation wish to share services, exchange or lend materials or equipment which shall promote and assist in the maintenance of State and Municipal roads and highways and provide a cost savings by maximizing the effective utilization of both parties' resources; and

WHEREAS, pursuant to Section 55 of the New York State Highway Law, emergency aid for control of snow and ice in municipalities; and

RESOLVED, that the Mayor be and hereby is authorized, under the direction of the City Attorney, to execute a four-year agreement between the City and the New York State Department of Transportation for shared services.

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

RESOLUTION # - 2025**AWARDING BID FOR VENTRAC TRACTOR**

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

WHEREAS, bids for the Tractor were opened on December 15, 2025; and

WHEREAS, the Department of Public Works Superintendent has made certain recommendations; now, therefore be it

RESOLVED, that the bid for the Tractor be awarded to the lowest qualified bidder meeting specifications,
_____, in the bid amount of \$ _____.

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer of funds in the 2025 Budget:

From:

Account Number

HR28

Name

Capital Reserves – Water Equipment

Amount

\$ _____

To:

Account Number

F8340.2100

Name

Water Distribution – Equipment

Amount

\$ _____

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

RESOLUTION # - 2025**AUTHORIZING MAYOR TO SIGN 2026 ANIMAL SHELTER
AGREEMENT WITH CHENANGO COUNTY SPCA**

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

WHEREAS, the Chenango County SPCA provides certain services to the City of Norwich; now, therefore be it

RESOLVED, that the Mayor be and hereby is authorized, under the direction of the City Attorney, to sign a contract with the Chenango County SPCA, to provide services per the 2026 Animal Shelter Agreement.

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

RESOLUTION # - 2025**AUTHORIZING TRANSFER OF FUNDS FOR PAVING OF CITY HALL
PARKING LOT**

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

WHEREAS, the paving of the parking lot at City Hall was not covered with CHIPS funds; and

WHEREAS, a transfer is required to cover the cost of paving; and

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

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer of funds to cover the paving of the City Hall Parking Lot in the 2025 Budget:

From:

Account Number

HR33 9950.9

Name

Capital Reserves – Municipal Buildings & Facilities

Amount

\$22,024.99

To:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A1620.2100	Municipal Buildings - Equipment	\$22,024.99

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

Payment of Bills

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

	<u>Prepaid</u>	<u>12/16/2025</u>	<u>Grand Total</u>
General Fund	\$626,741.11	\$66,185.03	\$692,926.14
Water Fund	38,697.19	43,315.46	82,012.65
Sewer Fund	27,677.11	15,056.50	42,733.61
Trust	61,400.68	-	61,400.68
BID	8,852.68	-	8,852.68
Comm. Dev. - Special Grants	44,126.25	-	44,126.25
Capital Projects	132,132.23	-	132,132.23
TOTALS	\$939,627.25	\$124,556.99	\$1,064,184.24

Seconded by Ald. _____ and duly adopted _____.