

COMMON COUNCIL

May 26, 1992

Mayor Chomyszak presided at a regular meeting of the Common Council held at 7 pm on May 26, 1992, at the Higley Building.

Present:

Mayor Marjorie Chomyszak
Ald. George Carnrike
Ald. Patrick McNeil
Ald. Robert Rabinowitz
Ald. Kenneth Titus
Ald. David Symonds
Ald. Charles Angelino

Also:

Clerk Jody Zakrevsky
Attorney James Cushman
Engineer James Suozzo
Police Chief Richard Whiting
Asst. Fire Chief T. Christophersen
Deputy Chamberlain Susan Wilson
Highway Supt. Joseph Loscavio
Emergency Squad Captain Nancy Aubrey
Supervisor Ron Annese

Ald. Symonds moved to dispense with the reading and approve the minutes of May 12, 1992. Seconded by Ald. McNeil and duly adopted, ayes all.

OPEN FORUM:

-- Stan Prusik, 30 Eric Street, stated that in the City of Norwich almost every home sale that has made during the past year has been above the assessment.

Mr. Prusik commended the Department of Public Works for their efficient and fast spring pick up this year. He noted that he put his shrubs out to the curb on a Wednesday and they were picked up the next day.

Mr. Prusik reported that from one end of South Broad Street to the other end of North Broad Street he counted 105 signs, not including commercial signs, noting that there are many duplicated signs in the City.

-- Joe Biviano, reported, regarding the Sign Ordinance, that once he receives input from the Merchants Association, a draft ordinance will be presented to the Council in June.

-- City Supervisor Annese reported on several issues including a free rabies clinic being held at the Sheldon Street Fire Station on Saturday, May 30, from 10 am to 12 pm. He also discussed a bus transportation plan to increase bus runs throughout the County. Ald. Angelino requested he look into the Refuse District's refusal to reimburse the City for work performed.

Clerk Zakrevsky noted that there has not been a quorum at the last few Refuse District No. Three meetings. He said the matter of the \$16,000 that the County still owes the City of Norwich that was referred to the County Attorney for recommendation has had no response as yet. Ald. Angelino noted that the City and County had a gentlemen's agreement. He said the City, in good faith, performed the work at the landfill, and has been waiting for payment from the County for over a year.

-- Robin King, asked if a recommendation has been made regarding a parking space on Pleasant Street across from the vet's office that has been the cause of several accidents. Ald. McNeil said the Traffic Commission and the Public Safety Committee have recommended removal of the parking space.

BIDS:

-- Clerk Zakrevsky reported no bids were received.

CORRESPONDENCE:

-- Ald. Angelino moved to receive and refer to the Public Safety Committee a petition containing approximately 250 signatures requesting legislation to allow Games of Chance in the City. Seconded by Ald. Carnrike and duly adopted, ayes all.

Prior to the vote, Ald. Carnrike noted that a previous petition was received on April 14, 1992. Ald. Angelino said that the Finance Committee reviewed the request and referred it to the Public Safety Committee for recommendation. Ald. McNeil said the Public Safety Committee has not reviewed the matter and would place it on the next agenda.

-- Clerk Zakrevsky reported his office received a letter from Asst. Police Chief Mason regarding the question of available sidewalk space after the barricade is installed at the corner of East Main and South Broad Streets. Chief Mason confirmed that there will be approximately five feet of sidewalk space available for pedestrians.

DEPARTMENT, BOARDS AND COMMISSION REPORTS:

Ald. Angelino moved to receive and file the following reports:

- Fire Department monthly report for February 1992
- Traffic Commission minutes of May 13, 1992
- Civil Service Commission minutes of May 14, 1992

-- Ald. Angelino asked if the Council is receiving all commission and committee reports. He said he hasn't received minutes from the Water Board recently. The Council requested the City Clerk to draft a letter to the Water Board requesting more timely distribution of minutes.

-- Ald. McNeil reported on a article in the publication "Nation's Cities Weekly" that suggested municipalities may have funding available to them through the Water Resources Development Act for updating water plants to conform with new federal guidelines. He noted the article stated 90% federal funding may be available. Mayor Chomyszak said she would look into the matter.

WARD AND COMMITTEE REPORTS:

- Finance Committee meeting of May 13, 1992

Seconded by Ald. McNeil and duly adopted, ayes all.

-- Ald. Carnrike moved a request to close Locust Street from Hayes to West Main Street on June 7 from 12 pm for the annual Locust Street block party. Seconded by Ald. McNeil and duly adopted, ayes all.

OLD BUSINESS:

-- Ald. Angelino moved to remove Resolution No. 45 of 1992 from the table. Seconded by Ald. McNeil and duly adopted, ayes all. Ald. Angelino moved for a vote and the resolution was duly adopted, ayes all on a roll call vote.

-- Prior to the vote, Mayor Chomyszak said that a procedure policy needs to be developed. The Council referred the matter to the City Attorney, Chief of Police, and to the Personnel Committee for clarification and recommendation.

-- Ald. Angelino moved to remove Resolution No. 56 of 1992 from the table. Seconded by Ald. McNeil and duly adopted, ayes all. Ald. Angelino moved for a vote and the resolution was duly adopted, ayes all on a roll call vote.

NEW BUSINESS:

-- Ald. Angelino moved to receive proposed Ordinance No. 2 of 1992 and set a public hearing for June 9, 1992 at 7 pm. Seconded by Ald. Symonds and duly adopted, ayes all.

ORDINANCE NO. 2

OF 1992

AN ORDINANCE TO AMEND THE PLUMBING CODE OF THE CITY OF NORWICH
TO CHANGE THE QUALIFICATIONS FOR MASTER PLUMBER,
MASTER HEATING CONTRACTOR, AND JOURNEYMAN LICENSES

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

Section 1. Subsection 3 of Section III of the Plumbing Ordinance of the City of Norwich, as adopted by the Common Council on November 28, 1967, and as amended on April 26, 1988 and February 28, 1989, be and hereby is amended as follows:

3. EXAMINATION FEE AND QUALIFICATIONS FOR MASTER'S LICENSE

Applicants for Master Plumber's or Master Heating Contractor's Licenses shall pay an examination fee as established by resolution of the Common Council, shall be of good moral character and:

a) Shall have a minimum of six (6) years experience in the installation of those particular types of equipment for which he or she is making license application, at least three (3) years of which shall have been as a Journeyman; {or in lieu of having been a Journeyman shall submit documentary proof certifying the safe and professional installation of plumbing and/or heating equipment that includes certificates of compliance for at least three (3) complete systems each of warm air and hot water, if the application shall be for a Master Heating Contractor's License; and at least three (3) complete systems each of warm air and hot water, together with at least three (3) installations each of bathroom and kitchen fixtures and one complete home plumbing installation, if the application shall be for a Master Plumber's License, except that all installation components performed as part of the complete home plumbing installation may be credited toward any of the other installations;} or

b) in lieu of such experience shall have graduated with a bachelor's degree in engineering from a regionally accredited college or university and shall have had at least one (1) year of practical experience as a Journeyman in the installation of plumbing, or heating equipment; or

c) in lieu of such experience shall have graduated from a regionally accredited college or university with an associate's degree in engineering or be a graduate of a recognized trade school and shall have had at least two (2) years of practical experience in the installation of plumbing, or heating equipment, at least one (1) year of which shall have been as a Journeyman in the trade for which he or she is applying. No person under twenty-one years of age shall be issued a Master's License.

Applicants for Master Appliance Contractor's License shall pay an examination fee as established by resolution of the Common Council, shall be of good moral character and shall have a minimum of three (3) years of experience in appliance installation, at least one (1) year of which shall have been as a Journeyman. No person under twenty-one years of age shall be issued a Master's License.

New material is underlined; {bracketed} material is deleted.

Section 2. This ordinance shall take effect immediately.

RESOLUTION #57 - 1992. AUTHORIZING TRANSFER FOR LEGAL FEES ASSOCIATED WITH
RE-ASSESSMENT CASES

Ald. Rabinowitz introduced the following and moved its adoption:

WHEREAS, funds are required to cover the cost of legal fees associated with re-assessment cases; now, therefore be it

RESOLVED, that the Chamberlain be and hereby is authorized to make the following transfer in the 1992 General Fund Budget:

From:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A1989.402	Contracted Services	\$ 346.61

To:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A1420.4020	Attorney - Contracted Services	\$ 346.61

Seconded by Ald. Carnrike and duly adopted, ayes all on a roll call vote.

RESOLUTION #58 - 1992. AWARDING BID AND AUTHORIZING APPROPRIATION FROM
CAPITAL RESERVE FUND FOR THE PURCHASE OF AN
AMBULANCE

Ald. Symonds introduced the following and moved its adoption:

WHEREAS, bids have been received for a 1992 Type III Ambulance; and

WHEREAS, the Public Safety and Finance Committees have recommended award of the bid for a 1992 Type III Ambulance with modifications and stretchers, and Motorola radios in the amount of \$2,980, for a total cost of \$61,487, to Response Vehicles, Inc. of Syracuse, NY, the lowest qualified bidder meeting specifications; and

WHEREAS, funds for such purchase are required from the Ambulance Reserve Fund; now, therefore be it

RESOLVED, that the bid for a 1992 Type III Ambulance with modifications and stretchers, and Motorola radios in the amount of \$2,980, for a total purchase amount of \$61,487, be awarded to Response Vehicles, Inc. of Syracuse, NY; and, further be it

RESOLVED, that the Chamberlain be and hereby is authorized to establish the following budget in the 1992 Ambulance Reserve Fund:

Budget:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
HR22-4540.2	Ambulance Capital Outlay	\$ 61,487

Source:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
HR22-599	Appropriated Fund Balance	\$ 61,487

Seconded by Ald. McNeil and duly adopted, ayes all on a roll call vote.

-- The Council concurred to move the resolution regarding the boat launch to the end of the meeting.

RESOLUTION #59 - 1992. AMENDING COURT FACILITIES PLAN

Ald. Symonds introduced the following and moved its adoption:

WHEREAS, by Resolution No. 56 of 1989, the City of Norwich submitted a Municipal Court Capital Facilities Plan to New York State; and

WHEREAS, renewal of the 1992-1993 Security Services Agreement between the Unified Court System (UCS), Sixth Judicial District, and the City of Norwich requires a change in the maximum compensation for employees who are assigned to provide security services for the designated courts from \$9,000 to \$10,000; now, therefore be it

RESOLVED, that the Mayor be and hereby is authorized under the direction of the City Attorney to sign an amendment to the Security Services Agreement between the UCS-Sixth Judicial District and the City of Norwich, for the period of April 1, 1992 through March 31, 1993 which would increase the maximum compensation for this period for employees who are assigned to provide security services for the designated courts from \$9,000 to \$10,000.

Seconded by Ald. Rabinowitz and duly adopted, ayes all on a roll call vote.

-- Prior to the vote, Police Chief Whiting explained that the position is paid for by state funds and there is no expense to the City.

RESOLUTION #60 - 1992. AUTHORIZING TRANSFER FOR ADDITIONAL INSURANCE FOR EMERGENCY SQUAD

Ald. McNeil introduced the following and moved its adoption:

WHEREAS, first response and ambulance runs have increased in number during the past year; and

WHEREAS, such increase in use warrants additional insurance coverage for the Emergency Squad; and

WHEREAS, funds are required to cover the cost of such coverage; now, therefore be it

RESOLVED, that the Chamberlain be and hereby is authorized to make the following transfer in the 1992 General Fund Budget:

From:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A1990.	Contingency	\$ 2,516.80

To:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A3625.4138	Emergency Squad - Insurance	\$ 2,516.80

Seconded by Ald. Symonds and duly adopted, ayes all on a roll call vote.

-- Prior to the vote, Deputy Chamberlain Wilson explained that the insurance company covers a minimum number calls and when the calls go over that minimum, the City is billed. Emergency Squad Captain Aubrey noted that when an ambulance and a fire truck responds, it is still counted as one call. Ald. Angelino said he would like to know if the insurance company charges for the call when it is an automatic security system false alarm.

RESOLUTION #61 - 1992. ADOPTING A PROCUREMENT POLICY AND PROCEDURE FOR THE
CITY OF NORWICH

Ald. Angelino introduced the following and moved its adoption:

WHEREAS, Article 5-A, Section 104-b, of the General Municipal Law of the State of New York requires the governing body of every municipality to adopt a procurement policy for all goods and services which are not required by law to be publicly bid; and

WHEREAS, the Finance Committee has made certain recommendations; and

WHEREAS, comments have been solicited from officers of the City of Norwich involved in the procurement process; and

WHEREAS, the Common Council has received a draft procurement policy for the City of Norwich on May 26, 1992 which incorporates those recommendations of the Finance Committee; now, therefore be it

RESOLVED, that the City of Norwich does hereby adopt a procurement policy as presented to the Common Council on May 26, 1992, which is intended to apply to all goods and services which are not required by law to be publicly bid; and further be it

RESOLVED, that the Personnel Office forward copies of the adopted procurement policy to all department heads and officers of the City of Norwich for inclusion in their department heads manual.

Seconded by Ald. Symonds and duly defeated, 4-2 (Aldermen Symonds and Angelino - ayes) on a roll call vote.

-- Prior to the vote, Ald. Carnrike suggested that proposals should be submitted on the same date. Clerk Zakrevsky said the Finance Committee looked at the policy and determined that the process of receiving proposals would be left to the discretion of the department head.

RESOLUTION #62 - 1992. APPROVING BOAT LAUNCH PROJECT

Ald. McNeil introduced the following and moved its adoption:

WHEREAS, the Consent Order between the New York State Department of Environmental Conservation and the City of Norwich requires the construction of a boat launch; and

WHEREAS, design plans for such project have been provided by Delaware Engineering, P.C.; and

WHEREAS; the Norwich City School Board has granted the Water Board an easement for the boat launch immediately north of Hale Street and the Chenango River; and

WHEREAS, the Board of Water Commissioners has solicited proposals for such project and has made certain recommendations; now, therefore be it

RESOLVED, that the proposal submitted by Wehrli Excavating, Norwich, NY in the amount of \$16,738.80 be and hereby is accepted in accordance with the City's request for proposal for such project.

Seconded by Ald. Angelino.

-- Ald. McNeil moved to table the resolution until the procurement policy is in place. Seconded by Ald. Carnrike and duly adopted, ayes all.

-- Ald. Titus moved to pay the following bills after proper audit and certification:

	<u>Prepaid</u>	<u>05/26/92</u>	<u>Grand Total</u>
General Fund	378,400.83	177,922.45	556,323.28
Trust Fund	88,747.05	0.00	88,747.05
Reserves	88,293.41	0.00	88,293.41
Community Development	0.00	22.67	22.67
TOTALS	555,441.29	177,945.12	733,386.41

Seconded by Ald. McNeil and duly adopted, ayes all.

-- Ald. McNeil moved to go into executive session to discuss pending and possible litigation. Seconded by Ald. Carnrike and duly adopted, ayes all.

Ald. Symonds moved to go out of executive session. Seconded by Ald. Titus and duly adopted, ayes all.

-- Ald. Angelino moved to adjourn at 9:05 pm. Seconded by Ald. Titus and duly adopted, ayes all.