

COMMON COUNCIL

January 18, 2000

Mayor Robert Raphael presided at a regular meeting of the Common Council held at 7 PM on January 18, 1999, at One Court Plaza.

Present:

Mayor Robert Raphael
Ald. Thomas Anderson
Ald. Patrick McNeil
Ald. Jeffrey Thornton
Ald. Sharon Jeffer
Ald. Joseph Biviano

Absent:

Ald. Robert Rabinowitz
Supervisor L. Natoli

Also:

Attorney Joseph McBride
Director of Finance/Clerk William Roberts
Director of H.R. Deborah DeForest
Police Chief Joseph Angelino
DPW Supt. Carl Ivarson
CD Assistant Katy Schwan
Asst. Fire Chief Leroy Burlingame
EMO A. Jones
Supervisor James McNeil
Deputy Clerk Donna Russell

-- Ald. McNeil moved to dispense with the reading and approve the minutes of the work sessions of December 14, 1999 and January 11, 2000, the regular meeting of December 21, 1999 and the organizational meeting of January 3, 2000. Seconded by Ald. Jeffer and duly adopted, ayes all.

OPEN FORUM:

BID District Plan – Tom Sutton, Norwich, stated that the BID amended its district plan based on concerns raised by some members of the Common Council last week. He said the BID has increased the budget from \$35,000 to \$50,000 per year for five years, for a total of \$250,000. He explained that the major goal of the district's plan is to undertake a major Streetscape project in the downtown that would include the burying of utility lines, new lighting and complete sidewalk replacement. Mr. Sutton said his employer, NBT, is the largest assessed property owner in the BID and is in full support of the district's five year plan.

BIDS:

Liquid Chlorine/Sodium Hypochlorite – Three bids were received for liquid chlorine and sodium hypochlorite and are being reviewed by the Public Works Committee.

CORRESPONDENCE:

Curb Cut at 29 Guernsey Street – Ald. McNeil moved to approve a curb cut request for 29 Guernsey Street under the direction of the City Engineer. Seconded by Ald. Thornton and duly adopted, 5-0, on a roll call vote.

Liquor License Notification – Ald. Anderson moved to receive and file correspondence from Becky's Bar & Grill, 28 West Midland Drive, of notification of intent to renew its liquor license. Seconded by Ald. McNeil and duly adopted, 5-0, on a roll call vote.

DEPARTMENT, BOARD AND COMMISSION REPORTS:

- ◆ Community Development/Planning monthly report for December, 1999
- ◆ Emergency Management Office monthly report for December, 1999
- ◆ Fire Department/Codes monthly report for December, 1999
- ◆ Historian monthly report for December, 1999
- ◆ Historian annual report for 1999
- ◆ Police Department monthly report for December, 1999
- ◆ Public Works Department monthly Water System report for December, 1999
- ◆ Records Management monthly report for December, 1999
- ◆ Records Management annual report for 1999
- ◆ Youth Bureau monthly report for December, 1999
- ◆ Civil Service Commission minutes of October 28 and November 18, 1999
- ◆ Electrical Board minutes of January 11, 2000
- ◆ Parks Commission minutes of December 13, 1999
- ◆ Planning Commission minutes of December 10, 1999
- ◆ Plumbing Board minutes of December 16, 1999
- ◆ Traffic Commission minutes of January 12, 2000

-- Ald. Biviano moved to receive and file the department, board and commission reports. Seconded by Ald. Jeffer and duly adopted, ayes all.

WARD AND COMMITTEE REPORTS:

- ◆ Public Safety Committee meeting of December 28, 1999
- ◆ Public Works Committee meeting of December 16, 1999

Public Works Committee – Ald. Anderson said the Public Works Committee will meet on January 27, 2000. Ald. Biviano asked that a list of the delinquent properties, including a plan for their disposal, be presented for review by the Public Works Committee.

Personnel Committee – Ald. McNeil reported that the Personnel Committee will review several items at its February 1, 2000 meeting.

Ward Six Concerns – Ald. Biviano reported he has referred his concerns to DPW Supt. Iverson and the Codes Enforcement Officer.

-- Ald. Jeffer moved to receive and file the reports. Seconded by Ald. McNeil and duly adopted, ayes all.

OLD BUSINESS:

ORDINANCE NO. (1)
OF 2000

AN ORDINANCE TO AMEND THE SIGN ORDINANCE
OF THE CITY OF NORWICH

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

Section 1. The Sign Ordinance of the City of Norwich, New York, Sections 2.06, 3.01, 6.04 and Section 8, are hereby amended as follows:

Section 2.06 – Changeable Copy

Manual Changeable copy signs may be used in B-1 Districts, excluding the Business Improvement District, B-2 Business Districts or in conjunction with institutional signs or cultural center signs as long as the following conditions are met.

1. Signs must be constructed as a permanent fixture on the property on which they are located.
2. Sign material and design must be compatible with the building façade and the area aesthetics in which it is placed.
3. Sign material must be colorfast and corrosion resistant. The sign must be maintained by the owner.
4. Signs shall be placed so as to utilize existing architectural features of a building without obscuring them.
5. Signs shall be oriented for pedestrian and slow moving vehicular traffic.
6. Signs shall meet the setback, height, and clearance requirements for the district in which they are located.
7. Signs located in Business Zones shall be permitted one wall or free-standing changeable copy sign. The changeable copy sign shall be only one or two sided and shall not exceed thirty-two (32) square feet in sign area. The changeable copy sign shall be attached to and incorporated into the allowed wall or free-standing sign. The size of the changeable copy sign shall be included in the total signage area allowed.
8. Institutional or Cultural Center signs located in Residential Zones shall be permitted to utilize twenty (20) percent of allowed sign area for changeable copy. The changeable copy sign shall be attached to and incorporated in the permitted sign and the size of the changeable copy sign shall be included in the total signage area allowed.

{Unless otherwise specified by this Ordinance, no sign may use manual or automatic changeable copy.}

Section 3.01- Signs Permitted in All Zones

(e) {Temporary signs, special event displays, portable signs, banner signs and signs utilizing changeable copy may be erected on the premises of an establishment having a grand opening or special event, provided that such signs shall be displayed for a period not to exceed seven (7) calendar days within any six-month period.(*)}

Temporary signs – Special event displays, portable signs, banner signs and signs utilizing changeable copy may be erected on the premises of an establishment having a grand opening or special event, provided that such signs shall be displayed for a maximum of thirty days in any one calendar year per tax map number or on-site business principally owned by the same entity.

(g) Community wide special events signs – certain events including, but not limited to, Colorscape Chenango, Gus Macker Tournament, First Night, Pumpkin Festival or Blues Festival, which are sponsored by local not-for-profit entities and operate under a special events permit issued by the Common Council, are of such a nature that special and unique signage may be required. These events are for the general benefit of the Greater Norwich Community and are generally a fund raising activity, not commercial or sponsored by for-profit entities. A complete signage plan must be submitted to the Common Council at the time the Special Events Permit request is submitted. All signs will be approved by the Common Council under the supervision of the Sign Ordinance Administrator.

Section 6.04 – Permit Fees

All applications for permits filed with the Administrator shall be accompanied by a payment of the initial permit fee for each sign according to the following schedule:

- (a) Sign permit fees shall be \$2.50 per square foot.
- (b) Minimum permit fee shall be \$25.00.
- (c) Temporary signs - \$25.00 per occurrence.

Section 8 – Definitions

Temporary Sign – A sign not constructed or intended for long term use. {May be displayed for a period not to exceed seven (7) calendar days within any six month period.}

Underlined material is new. {**Bracketed**} material is deleted.

Section 2. This ordinance shall take effect immediately.

Receive Proposed Ordinance No. 1 of 2000 – Ald. Biviano moved to receive Proposed Ordinance No. 1 of 2000, amending the Sign Ordinance of the City of Norwich relative to changeable copy and temporary signs and set a public hearing for February 15, 2000. Seconded by Ald. Anderson and duly adopted, 5-0, on a roll call vote.

-- Prior to the vote, Ald. Biviano indicated the Council may want to require a Plexiglas cover on changeable copy signs to avoid problems with unauthorized persons changing the letters.

NEW BUSINESS:

Assets Transfer – Ald. Jeffer moved to consent to the transfer of certain assets by Economic Development Revolving Loan borrower, William Andrew, Inc., for business growth and expansion. Seconded by Ald. Biviano and duly adopted, 5-0, on a roll call vote.

-- Prior to the vote, Director of Finance Roberts explained that William Andrews Inc. has formed a wholly owned subsidiary to deal with Internet software products. The company would like the consent of the Council to separate certain assets involving the formation of the subsidiary from William Andrews Inc. Director of Finance Roberts said the transfer would have no impact on the original loan. He noted that since the loan was issued one year ago, every monthly payment has been paid either on time or early.

RESOLUTION # 03 - 2000.

AUTHORIZING SUBMISSION OF STATE ARCHIVES AND
RECORDS ADMINISTRATION (SARA) GRANT APPLICATION

Ald. McNeil introduced the following and moved its adoption:

WHEREAS, the City of Norwich, through grant funding from SARA, has been able to conduct a records inventory of City departments and establish a permanent records retention room for the City's inactive records storage; and

WHEREAS, the Common Council is committed to improving methods for the creation of records and the design and implementation of records systems; and

WHEREAS, funds are available for eligible local governments through the 2000/2001 SARA grant cycle; now, therefore be it

RESOLVED, that the Mayor be and hereby is authorized to submit an application to the State Archives and Records Administration for funding through the Local Government Records Management Improvement Fund and to act in all matters related to such application.

Seconded by Ald. Jeffer and duly adopted, 5-0, on a roll call vote.

RESOLUTION # 04 - 2000.

SUPPORTING CITY COURT REFORM (OCA § 127R)

Ald. Jeffer introduced the following and moved its adoption:

WHEREAS, the 61 City Courts in this State outside New York City play a vital role in their respective communities, presiding over a wide range of civil cases, including claims for monetary damages up to \$15,000.00 small claims, small commercial claims and landlord/tenant disputes; and functioning as local criminal courts trying offenses of misdemeanor grade or less and non-felony traffic offenses, arraigning persons charged with felonies, issuing orders of protection for family offense victims, and issuing search/arrest warrants upon application by law enforcement officials; and

WHEREAS, the importance of the City Courts extends far beyond their roles as processors of caseloads in that they are fronting institutions, where a judge's ability to handle a young defendant having his or her first brush with the law can help prevent a life of crime, where a judge's skill and temperament in presiding over traffic court and over contentious small claims and landlord tenant disputes - - settings in which most citizens have their only real experience in the courts - - can inspire life long confidence in our system of justice, and where a judge's availability at a crucial moment can help protect a domestic violence victim; and

WHEREAS, the potential for rapid changes in the population and demographics of the State's metropolitan areas, and consequent changes in caseload filings and other demands upon the courts that preside in those areas, have made it necessary to re-evaluate each City Court's judicial allocation on a periodic basis; and

WHEREAS, such a re-evaluation recently was undertaken by a panel chaired by the Deputy Chief Administrative Judge for the Courts outside New York City and consisting of City Court judges from all corners of the State, a representative of the Fund for Modern Courts, and officials of the State's Unified Court System; and

WHEREAS, this re-evaluation, which included a court-by-court examination of past caseload and local demographics and which was conducted to identify those cities which have City Courts with disparate judicial allocations when compared with other City Courts in similarly-sized or similarly busy regions, produced a series of recommendations for change in the number and status of judgeships in certain City Courts of the State; and

WHEREAS, these recommendations have been submitted by the Chief Administrative Judge to the New York State Senate and Assembly as OCA Departmental Proposal #127R, for enactment during the 2000 session of the Legislature; and have the strong support of the Chief Judge of the State, the Chief Administrative Judge, the New York State Association of City Court Judges and the Fund for Modern Court; and

WHEREAS, the voters of this State recently have confirmed their confidence in and their support of the City Courts by giving resounding approval to yet another of their recommendations - - amendment of the State Constitution to permit deployment of City Court judges in the major felony courts and in Family Court; and

WHEREAS, in recognition of the foregoing, we understand that it is essential to the welfare of each City in this State, and of the larger community that surrounds it, that its City Court function as a modern judicial institution, with a judicial allocation appropriate to the demonstrated needs of the Court; now, therefore be it

RESOLVED, that we strongly endorse OCA Departmental proposal #127R, and urge that it promptly be introduced in the Senate and Assembly, passed by those Houses, and signed into law by the Governor.

Seconded by Ald. McNeil and duly adopted, 5-0, on a roll call vote.

RESOLUTION # 05 - 2000. PROVIDING FOR THE PREPARATION OF A BUSINESS
IMPROVEMENT DISTRICT PLAN

Ald. Biviano introduced the following and moved its adoption:

WHEREAS, the Business Improvement District was established by Local Law # 2 of 1986; and

WHEREAS, the Business Improvement District has accomplished the goals set forth in the District Plan dated November 1986; and

WHEREAS, the Business Improvement District imposed a 10 year assessment which expired in 1999; and

WHEREAS, the BID has had studies prepared which indicate that a Streetscape project involving the replacement of sidewalks and underground wiring would provide a major incentive to attract private investment; and

WHEREAS, the Common Council may upon its own motion authorize the preparation of a district plan; now, therefore, be it

RESOLVED, that the Common Council authorizes and directs the Community Development Office and the Business Improvement District Management Association to prepare a District Plan pursuant to Sections 980-a and 980-d of the General Municipal Law; and further be it

RESOLVED, that such district plan shall be consistent with the filing, public notice, and fiscal requirements as required by Article 19-A of the General Municipal Law.

Seconded by Ald. McNeil and duly adopted, 5-0, on a roll call vote.

-- Prior to the vote, Ald. Thornton questioned the feasibility of underground wiring. It was explained that underground wiring would be reasonable if it was in conjunction with sidewalk replacement and in addition, the work would be under the direction of the City Engineer. Ald. McNeil indicated he was pleased that the BID took another look at its proposal and increased the budget.

RESOLUTION # 06 - 2000. AUTHORIZING TRANSFER FOR ATTORNEY CONTRACTED
SERVICES

Ald. Jeffer introduced the following and moved its adoption:

WHEREAS, funds are required to cover the cost of Attorney Contracted Services; and

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

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer in the 1999 General Fund Budget:

From:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A1990.4	Contingency	\$ 3,000.00

To:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A1420.4020	Attorney - Contracted Services	\$ 3,000.00

Seconded by Ald. Biviano and duly adopted, 5-0, on a roll call vote.

-- Prior to the vote, Director of Finance Roberts explained that the transfer was needed to cover the cost of the tax auction and noted that 1999 had an unusually large number of property transfers.

RESOLUTION # 07 - 2000. AUTHORIZING TRANSFER FOR STREET MAINTENANCE

Ald. Biviano introduced the following and moved its adoption:

WHEREAS, funds are required to cover the cost of Street Maintenance Repairs and Maintenance; and

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

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer in the 1999 General Fund Budget:

From:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A1990.4	Contingency	\$ 5,000.00

To:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A5110.4040	Street Maintenance	\$ 5,000.00
	Repairs and Maintenance	

Seconded by Ald. Jeffer and duly adopted, 5-0, on a roll call vote.

RESOLUTION # 08 - 2000. AUTHORIZING END OF YEAR BUDGET AND SPECIAL SUPPLEMENTAL REVENUE TRANSFERS FOR GENERAL FUND

Ald. McNeil introduced the following and moved its adoption:

WHEREAS, funds need to be reallocated among line items to cover the cost of expenses through December 31, 1999; and

WHEREAS, special supplemental revenue has been received under 1999 State Aid Revenue Sharing; and

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

RESOLVED, that

1. the Director of Finance be and hereby is authorized to make the following transfers in the 1999 General Fund Budget:

From:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A1010.4020	Common Council – Contracted Services	6,171.50
A1355.1010	Assessor – Personal Services	268.00
A1420.1010	Attorney – Personal Services	660.00
A1420.4020	Attorney – Contracted Services	1,325.00
A1430.2100	Human Resources - Equipment	300.00
A1430.4020	Human Resources – Contracted Services	3,532.00
A1450.1010	Elections - Personal Services	336.00
A1450.4100	Elections - Other	1,098.68
A1620.4020	Municipal Buildings – Contracted Services	335.00
A1620.4100	Municipal Buildings – Other	465.00
A1910.4	Insurance	13,527.33
A1990.4	Contingency	9,000.00
A3120.1010	Police – Personal Services	19,000.00
A3120.1020	Police - Overtime	1,100.00
A3410.1010	Fire- Personal Services	10,640.00
A3625.4020	Emergency Squad – Contracted Services	2,600.29
A4068.4020	Insect Control – Contracted Services	63.00
A5110.4040	Street Maintenance – Vehicle Maintenance	200.00
A5142.1010	Snow & Ice – Personal Services	39,900.00
A5142.1020	Snow & Ice - Overtime	2,500.00
A5182.4020	Street Lighting – Contracted Services	5,136.05
A5410.1020	Sidewalks - Overtime	147.35
A5410.4060	Sidewalks – Maintenance & Sidewalks	734.62
A7110.1010	Parks – Personal Services	3,910.00

A7310.1010	Youth Bureau – Personal Services	272.00
A8020.1010	Planning – Personal Services	7,800.00
A8140.1010	Storm Sewers – Personal Services	3,234.00
A8170.1010	Street Cleaning – Personal Services	8,350.00
A8560.1010	Shade Trees – Personal Services	2,800.00
A8560.4100	Shade Trees - Other	1,612.00
A9015.8	Fire & Police - Retirement	16,000.00
A9030.8	Social Security	170.00
TOTAL		\$163,187.82

To:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A1325.1010	Finance - Personal Services	10,324.18
A1325.4090	Finance - Utilities	170.00
A1410.1010	Clerk – Personal Services	2,990.90
A1430.1010	Human Resources – Personal Services	3,832.00
A1620.1010	Municipal Buildings – Personal Services	335.00
A3120.4020	Police – Contracted Services	1,100.00
A3410.1020	Fire – Overtime	29,640.00
A3620.1010	Codes – Personal Services	10,464.43
A3625.4021	Emergency Squad – Billing Services	2,600.29
A3640.1010	Emergency Preparedness – Personal Services	72.00
A4010.1010	Public Health – Personal Services	63.00
A5110.1010	Street Maintenance – Personal Services	46,310.00
A5110.1020	Street Maintenance – Overtime	12,234.00
A5110.4060	Street Maintenance – Materials & Supplies	200.00
A5410.1010	Sidewalks – Personal Services	6,018.02
A7510.1010	Historian – Personal Services	272.00
A8020.1010	Planning – Personal Services	12,762.00
A8020.2100	Planning - Equipment	7,800.00
A9060.8	Hospital & Medical Insurance	16,000.00
TOTAL		\$163,187.82

and,

- that the Director of Finance be and hereby is authorized to make the following addition to the 1999 General Fund Budget and the corresponding transfer of funds:

From:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A3001	State Aid Revenue Sharing	\$100,000.00

To:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A9950.1HR33	Interfund Transfer – Municipal Building Reserve	25,000.00
A9901.9DS	Interfund Transfer – Debt Service Fund Municipal Buildings	75,000.00
TOTAL		\$100,000.00

Seconded by Ald. Thornton and duly adopted, 5-0, on a roll call vote.

-- Prior to the vote, Ald. Biviano asked if there has been any word from Senator Libous or Assemblyman Crouch relative to state aid revenue sharing. Director of Finance Roberts said he has not heard anything and no mention of it was made in the NYCOM newsletter he received today. Ald. Biviano stated that this issue has a definite impact on the City and our legislative leaders should be working on it.

RESOLUTION # 09 - 2000. AUTHORIZING END OF YEAR BUDGET TRANSFERS FOR
WATER FUND

Ald. Jeffer introduced the following and moved its adoption:

WHEREAS, funds need to be reallocated among line items to cover the cost of expenses through December 31, 1999; and

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

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfers in the 1999 Water Fund Budget:

From:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
F8320.1010	Source – Personal Services	1,400.00
F8320.4090	Source – Utilities	30,300.00
F8330.1010	Treatment – Personal Services	80.00
	Total	\$31,780.00

To:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
F8310.1010	Administration – Personal Services	6,900.00
F8320.1020	Source - Overtime	900.00
F8330.1010	Treatment – Personal Services	1,800.00
F8330.1020	Treatment – Overtime	1,370.00
F8340.1010	Distribution – Personal Services	10,850.00
F8340.1020	Distribution - Overtime	9,310.00
F9030.8	Social Security	650.00
	Total	\$ 31,780.00

Seconded by Ald. McNeil and duly adopted, 5-0, on a roll call vote.

RESOLUTION # 10 - 2000. AUTHORIZING END OF YEAR BUDGET TRANSFERS FOR
WASTEWATER FUND

Ald. Biviano introduced the following and moved its adoption:

WHEREAS, funds need to be reallocated among line items to cover the cost of expenses through December 31, 1999; and

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

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfers in the 1999 Waste Water Fund Budget:

From:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
G1910.4	Sewer – Insurance	19,205.35
G1989.0	Special Items	11,191.00
G1990	Sewer – Contingency	14,262.00
G8110.1010	Sewer Administration – Personal Services	4,597.22
G8110.4020	Sewer Administration – Contracted Services	6,299.99
G8110.4030	Sewer Administration – Travel/Conference	530.70
G8120.1010	Sanitary Sewer – Personal Services	467.12
G8120.1020	Sanitary Sewer – Overtime	2.72
G8120.2100	Sanitary Sewer – Equipment	2,500.00
G8120.4100	Sanitary Sewer – Other	7,237.43
G8130.1010	Sewage Disposal – Personal Services	2.34
G8130.1020	Sewage Disposal – Overtime	8.94
G8130.2100	Sewage Disposal – Equipment	2,502.12
G8130.4026	Sewage Disposal – Lab Expense	1,599.52
G8130.4090	Sewage Disposal – Utilities	15,404.16
G9030.8	Sewer – Social Security	2,964.20
G9040.8	Sewer – Workers Compensation	18,000.00
G9060.8	Sewer – Hospitalization	10,882.19
G9090.8	Sewer – Employee Benefits	1,000.00
G9950.8350	Clarifier Reserve	3,000.00
G8110.1010	Administration – Personal Services	8,000.00
G8120.1010	Sanitary Sewer – Personal Services	75.00
	Total	\$ 129,732.00

To:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
G8120.1010	Sanitary Sewer – Personal Services	2,400.00
G8120.1020	Sanitary Sewer – Overtime	1,575.00
G8130.1010	Treatment – Personal Services	100.00

G8130.1020	Treatment – Overtime	4,000.00
G9950.9	Capital Reserve Equipment	90,000.00
G9950.8340	Sewer Main Replacement Reserve	31,657.00
Total		\$ 129,732.00

Seconded by Ald. Jeffer and duly adopted, 5-0, on a roll call vote.

RESOLUTION # 11 - 2000. AUTHORIZING STIPEND FOR ADDITIONAL DUTIES
PERFORMED BY KATHERINE SCHWAN

Ald. Biviano introduced the following and moved its adoption:

WHEREAS, a vacancy exists in the position of Community Development Director for the City of Norwich; and

WHEREAS, since January 1, 2000, Community Development Assistant Katherine Schwan has been performing the additional duties required to maintain the department; and

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

RESOLVED, that during such period as the Personnel Committee is re-evaluating the Community Development Department and its operations, Katherine Schwan be compensated with a stipend of \$2.59 per hour for her additional duties, effective January 1, 2000.

Seconded by Ald. Jeffer and duly adopted, 5-0, on a roll call vote.

-- Prior to the vote, Ald. Anderson asked what Committee Ms. Schwan would report to. It was the consensus of the Council that a separate committee would be established to look into the needs of the Community Development Department.

Payment of Bills -- Ald. McNeil moved to pay the bills after proper audit and certification as follows:

	<u>Prepaid</u>	<u>01/18/00</u>	<u>Grand Total</u>
General Fund 1999	24,488.14	28,034.05	52,522.19
General Fund 2000	3,041.26	4,995.35	8,036.61
Sewer Fund 1999	5,355.22	3,550.66	8,905.88
Sewer Fund 2000	360.00	0.00	360.00
Water Fund 1999	3,179.56	3,020.04	6,199.60
Water Fund 2000	875.98	0.00	875.98
Trust 1999	17,584.16	0.00	17,584.16
Trust 2000	12,617.26	0.00	12,617.26
Debt Service	0.00	0.00	0.00
Reserves	0.00	0.00	0.00
Unemployment 99	2,715.00	0.00	2,715.00
C.D. 1999	4,336.00	0.00	4,336.00
EDZ/LDC 1999	0.00	6.49	6.49
EDZ/LDC 2000	28.80	0.00	28.80
Capital Projects 99	70,571.13	14,023.49	84,594.62
B.I.D.	0.00	0.00	0.00
TOTALS	\$145,152.51	\$53,630.08	\$198,782.59

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

Planning Session – The Council concurred to hold a planning session to discuss the needs of the Community Development Department on January 26, 2000, at 7 PM.

Executive Session – Ald. Anderson moved to go into executive session at 7:30 PM to discuss the possible sale of property where the price may be affected, possible pending litigation and the employment history of a particular individual. Seconded by Ald. McNeil and duly adopted, ayes all.

Ald. Jeffer moved to go out of executive session at 9 PM. Seconded by Ald. Biviano and duly adopted, ayes all.

Adjournment –Ald. McNeil moved to adjourn at 9 PM. Seconded by Ald. Thornton and duly adopted, ayes all.