

COMMON COUNCIL

November 20, 2001

Mayor Robert Raphael presided at a regular meeting of the Common Council held at 7 PM on November 20, 2001, at One Court Plaza.

Present:

Mayor Robert Raphael
Ald. Gary Clark
Ald. Robert Rabinowitz
Ald. Jeffrey Thornton
Ald. Sharon Jeffer
Ald. Joseph Biviano

Also:

Attorney Patrick Flanagan
Community Development/Clerk Joseph Serbin
Director of Finance William Roberts
Fire Chief John Tighe
Human Resources Director Deborah DeForest
Police Chief Joseph Angelino
Public Works Supt. Carl Ivarson
Supervisor James McNeil
Deputy Clerk Donna Russell

Absent:

Ald. Patrick McNeil
Supervisor L. Natoli

-- Ald. Rabinowitz moved to dispense with the reading and approve the minutes of the regular meeting of October 16, 2001 and the work session of November 9, 2001. Seconded by Ald. Jeffer and duly adopted, ayes all.

Community Citizenship Recognition to Faye Anderson -- A certificate of Community Citizenship was presented in recognition of Faye Anderson's contribution of time and expertise in assisting the City of Norwich's Internal Analysis Committee with the task of defining cost saving areas within the operations of the City.

Fire Department Presentation -- Firefighter Tracy Chawgo of the Norwich Fire Department presented a video that was compiled from pictures and scenes observed by members of the department that traveled to New York to provide disaster relief assistance after the World Trade Center attack. It was noted that Fire Captain Greg Franklin, Firefighter Wayne Law and Firefighter Jim Wallen provided ambulance and medical assistance along with Fire Captains Craig Roberts and Tim Christophersen who were attending training school in New York City at the time of the attack.

OPEN FORUM:

Ed Morano, 21 Miller Street, said relative to the proposed budget, that he did not see anything for the equipment reserve. He said the Council members need to work together and encourage more participation from the public.

Jay Joyce, 11 Newton Avenue, said he spent a lot of time looking over the proposed budget and three year projections. He feels that the City has not projected revenues and expenses realistically and recommends that revenues be estimated low and expenses estimated high.

BIDS:

Fuel Card System -- Bids for Fuel Card System were opened on October 23, 2001 from Empire Fleet Net of Rome, NY and Mirabito Fuel Group of Sidney, NY. The bids have been reviewed by the Public Works Committee and a recommendation will be made under the New Business portion of the meeting.

Sale of 1968 Mack Fire Pumper Truck -- No bids were received for Sale of 1968 Mack Fire Pumper Truck. Ald. Biviano reported the Public Safety Committee has recommended that the bidding be expanded to the internet. The Common Council concurred.

Filter Media -- A single bid was received for Filter Media from Anthrafilter, Inc. of Niagara Falls, NY and referred to the Public Works Committee for recommendation.

CORRESPONDENCE:

Board and Commission Resignations -- Ald. Biviano moved to receive with regret a letter of Resignation from Muriel and David True due to relocation to Saratoga County; Muriel from Parks Commission and David from the Civil Service Commission and Zoning Board of Appeals. Seconded by Ald. Clark and duly adopted, ayes all.

Holiday Parking Request -- Correspondence was received from the B.I.D. requesting that parking regulations in the downtown be suspended during the holiday season. Discussion ensued. It was noted that when there were parking meters in the downtown, the meters were covered to allow shoppers free parking, however, parking regulations were not suspended. Ald. Clark moved to refer the matter to the Public Safety Committee to review with a B.I.D. representative. Seconded by Ald. Thornton and duly adopted, ayes all.

Liquor License Renewal -- Ald. Jeffer moved to receive and file notification from Andrew Nicastrì, DBA Nina's Pizzeria and Restaurant, 32 South Broad Street, of intent to renew his liquor license. Seconded by Ald. Clark and duly adopted, ayes all.

DEPARTMENT, BOARD AND COMMISSION REPORTS:

- ◆ Community Development/Planning/Clerk monthly report for September/October, 2001
- ◆ Fire Department/Codes monthly report for September and October, 2001
- ◆ Historian monthly report for October, 2001
- ◆ Police Department monthly report for October, 2001
- ◆ Public Works/Water System monthly report for October, 2001
- ◆ Records Management monthly report for October, 2001
- ◆ Youth Bureau monthly report for October, 2001
- ◆ Parks Commission minutes of October 8, 2001
- ◆ Planning Commission minutes of October 19 and November 9, 2001
- ◆ Traffic Commission minutes of November 14, 2001
- ◆ Water Commission minutes of October 17, 2001
- ◆ Youth Board minutes of November 13, 2001

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

WARD AND COMMITTEE REPORTS:

- ◆ Finance Committee meeting of November 6, 2001
- ◆ Personnel Committee meeting of October 1, 2001
- ◆ Public Safety Committee meetings of October 9 and 23, 2001
- ◆ Public Works Committee meeting of October 25 and November 15, 2001

Curb Cut -- Ald. Thornton reported a curb cut request behind Brightman's Hardware Store has been reviewed by the City Engineer.

Various Concerns -- Ald. Jeffer reported that various concerns in Ward Five have been addressed.

Concern in Ward Six -- Ald. Biviano reported that concerns in Ward Six were referred to the Fire Chief.

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

NEW BUSINESS:

Civil Service Appointment -- Mayor Raphael reported the appointment of A. Anthony Abraham, 118 South Broad Street, to the remainder of a six year term expiring May 31, 2006.

Award of Bids -- Ald. Biviano moved to award the bid for Fuel Card System as recommended by the Public Works Committee to Mirabito Fuel Group, Sidney, NY, the lowest qualified bidder meeting specifications with rack price based on the Journal of Commerce Syracuse Reseller Tank Car Average Price plus firm margin as follows: Gasoline Premium unleaded 93 Octane + .0375; Gasoline Premium unleaded 87 Octane + .0300; Diesel Fuel Premium diesel low sulfur + .0325; Diesel Fuel Kerosene low sulfur + .0350. Seconded by Ald. McNeil and duly adopted, ayes all.

Curb Cut Request -- Ald. Thornton moved to approve under the direction of the City Engineer, a curb cut request on the property of Brightman's Hardware Store for use as a walkway. Seconded by Ald. Biviano and duly adopted, ayes all.

RESOLUTION # 74 - 2001. AUTHORIZING TRANSFER FOR 2001 STREET PROGRAM

Ald. Biviano introduced the following and moved its adoption:

WHEREAS, additional funds are required to cover the final cost of the 2001 Street Program; and

WHEREAS, the Public Works and Finance 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 in the 2001 General Fund Budget:

From:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A5410.4060	Sidewalks - Materials and Supplies	\$ 2,114.30

To:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A9950.1H93	Permanent Streets	\$ 2,114.30

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

RESOLUTION # 75 - 2001. AUTHORIZING TRANSFER FOR WORK ORDER PROGRAM
SOFTWARE FOR THE WATER SYSTEM

Ald. Rabinowitz introduced the following and moved its adoption:

WHEREAS, funds are required to cover the cost of purchasing a software program for use by the Water System for tracking work orders; and

WHEREAS, the Water Commission, Public Works and Finance Committees have 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 2001 Water and Sewer Funds:

From:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
F1990.4	Water Fund - Contingency	\$ 2,500.00
G1990.4	Sewer Fund - Contingency	<u>2,500.00</u>
	Total	\$ 5,000.00

To:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
F8310.4020	Water Fund - Contracted Services	\$ 2,500.00
G8110.4020	Sewer Fund - Contracted Services	<u>2,500.00</u>
	Total	\$ 5,000.00

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

RESOLUTION # 76 - 2001. AUTHORIZING TRANSFER FOR COMPUTER EQUIPMENT
REPLACEMENT IN THE POLICE DEPARTMENT

Ald. Biviano introduced the following and moved its adoption:

WHEREAS, funds are required to cover the cost of replacing obsolete and non-functional computer equipment in the Police Department; 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 2001 General Fund Budget:

From:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A1680.4020	Management Information Systems	\$ 1,315.00
	Contracted Services	

To:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A3120.2100	Police Department – Equipment	\$ 1,315.00

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

RESOLUTION # 77 - 2001.

AMENDING VEHICLE AND TRAFFIC ORDINANCE RELATIVE
TO NO PARKING ON GUERNSEY STREET

Ald. Jeffer introduced the following and moved its adoption:

WHEREAS, pursuant to Section 90-4 of the Vehicle and Traffic Ordinance of the City of Norwich, the Common Council has been granted the authority to make, promulgate and enforce reasonable rules and regulations governing and designating parking, parking spaces, safety and loading zones, one-way streets and streets for through traffic; and

WHEREAS, the Traffic Commission has made certain recommendations concerning extending the no parking here to corner an additional 43 feet on the east side of Guernsey Street; now therefore be it

RESOLVED, that Section 90-44, No Parking, of the Vehicle and Traffic Ordinance of the City of Norwich, be and hereby is amended as follows:

GUERNSEY STREET, east side, northerly for a distance of 93 feet from the intersection of Fair Street.

Underlined material is new.

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

RESOLUTION # 78 - 2001.

AUTHORIZING AGREEMENT RELATIVE TO NOAA GRANT
APPLICATION FOR WEATHER STATION

Ald. Biviano introduced the following and moved its adoption:

WHEREAS, the City of Norwich has applied for a grant from the United States Department of Agriculture (USDA) Rural Utilities Service through the Weather Radio Transmitter Grant Program for the establishment of an All-Hazard Warning Network; and

WHEREAS, such grant would cover the purchase and installation of a NOAA Weather Radio Transmitter to be located at a tower site owned by Chenango County in the Town of Norwich; and

WHEREAS, such transmitter system's primary objective shall be to meet the National Weather Service's needs for forecast and warning operations and fit within the overall comprehensive national NWR system; and

WHEREAS, once it is determined that the transmitter meets NWS requirements, the transmitter would be gifted to the NWS, which would have full responsibility for operation and maintenance of the equipment; and

WHEREAS, the City must sign a memorandum of agreement in order to receive the grant funds; and

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

RESOLVED, that the Mayor be and hereby is authorized under the direction of the City Attorney to sign a memorandum of agreement with the National Weather Service for the donation of a NOAA Weather Radio Transmitter to the National Weather Service.

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

RESOLUTION # 79 - 2001.

AUTHORIZING AGREEMENT WITH THOMA DEVELOPMENT
CONSULTANTS FOR PROFESSIONAL SERVICES AND
TRANSFER OF FUNDS

Ald. Biviano introduced the following and moved its adoption:

WHEREAS, the City wishes to prepare an application for a Small Cities Community Development Block Grant through the NYS Governor's Office for Small Cities; and

WHEREAS, the Community Development Director has made certain recommendations relative to the preparation of such application; now, therefore be it

RESOLVED, that the Mayor, under the direction of the City Attorney, be and hereby is authorized to enter into an agreement with Thoma Development Consultants for an amount not to exceed \$8,000, for professional services relative to the preparation of an application for 2002 Small Cities Community Development Block Grant; and, further be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer in the 2001 General Fund Budget:

From:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A8020.1010	Planning - Personal Services	\$8,000.00

To:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A8020.4020	Planning - Contracted Services	\$8,000.00

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

-- Prior to the vote, CD Director Serbin the application would be submitted in April with an award announced in August.

RESOLUTION # 80 - 2001. AUTHORIZING AGREEMENT WITH DELAWARE
ENGINEERING FOR PROFESSIONAL SERVICES RELATIVE TO
LEE AVENUE

Ald. Biviano introduced the following and moved its adoption:

WHEREAS, the City of Norwich requires professional engineering services to undertake a sanitary sewer replacement project on Lee Avenue; and

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

RESOLVED, that the Mayor be and hereby is authorized, under the direction of the City Attorney, to enter into an agreement with Delaware Engineering for design engineering and the preparation of bid specifications relative to Lee Avenue at a cost not to exceed \$ 8,000.

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

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

	<u>Prepaid</u>	<u>11/20/01</u>	<u>Grand Total</u>
General Fund	307,095.34	50,694.92	357,790.26
Sewer Fund	7,504.60	7,676.08	15,180.68
Water Fund	12,274.13	9,221.98	21,496.11
Trust	41,190.15	0.00	41,190.15
B.I.D.	7,746.68	0.00	7,746.68
Debt Service	4,925.00	0.00	4,925.00
Reserves	0.00	0.00	0.00
Unemployment	0.00	0.00	0.00
C.D.	17,489.01	0.00	17,489.01
EDZ/LDC	0.00	0.00	0.00
Capital Projects	328,578.72	0.00	328,578.72
TOTALS	\$726,803.63	\$67,592.98	\$794,396.61

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

Adjournment --Ald. Biviano moved to adjourn at 8 PM. Seconded by Ald. Thornton and duly adopted, ayes all.