



City Council Minutes  
The City of Cortland  
June 15, 2010

Council Meeting #15  
June 15, 2010  
Regular Session  
City Hall  
7:00 PM

Present: Mayor Feiszli, Aldermen Craig, Hayes, Dye, Tobin, Quail, Ferguson and Michales

Staff Present: Director of Administration and Finance Bryan Gazda, Corporation Counsel Ronald Walsh and City Clerk Carol Tytler

6:15pm – Presentation by Environmental Advisory Committee

Denise Hotchkiss, Anna Bennett, Ron Powell, Frank Killian and John Helgren (Cortland County Soil and Water) spoke on behalf of the committee and outlined variables related to horizontal high volume hydraulic fracturing, or “hydrofracking”. Committee members discussed quality of life issues that may be impacted by hydrofracking and emphasized that their intent was to protect the aquifer and maintain resources in Cortland.

Committee members presented two proposed resolutions to the Council and asked for the Council’s support on these issues:

- 1) A request to Governor Paterson to withdraw the draft supplemental generic environmental impact statement (DSGEIS) related to horizontal drilling and high-volume hydraulic fracturing to develop Marcellus Shale and other low-permeability gas reservoirs as the aggregate protection provided therein is inadequate to safeguard the public health, environment and economy of New York State and precludes any level of local control.
- 2) Ask for local control of who the City sells water to and prevent sale of City water to the hydrofracking industry.

Alderman Hayes asked that the two resolutions be placed on the agenda for the next City Council meeting.

**7:10 P.M. Public Hearing – Local Law No. 4 (Vacant Building Registry)**

Gary VanGorder, Director of the Cortland County BDC/IDA spoke in support of the vacant building registry, but stated that the legislation does not go far enough as written. Mr. VanGorder stated that the disincentives to board up and leave the property are not in the document and asked that the Council look at it further and strengthen that aspect of the legislation. He further stated that it is an untenable situation to have buildings like that in our central business district.

Mayor Feiszli stated that the Housing Committee has reviewed the document and made two pages of comments and recommendations.

Mr. Walsh stated that he has not seen the recommendations from the committee yet but will review and incorporate some or all of the recommendations into the law if constitutional and enforceable. He further stated that the proposed law will need to sit for ten days once the changes have been completed before holding another public hearing.

Alderman Michales stated that the committee has reviewed the vacant portion (of the proposed legislation) and will be reviewing the blighted portion and then have a list of changes to recommend.

Mayor Feiszli thanked Mr. VanGorder for his comments and stated that another public hearing would be set once the changes have been made.

Kathy Bertini spoke in support of the vacant building registry. She stated that she was encouraged that the Council was considering some sort of action against landlords for blighted buildings and gave her support to any strong actions. She stated that the buildings are an embarrassment to the town and detrimental to further development, especially on Main Street.

Mayor Feiszli asked that the proposed law be on the July 6 agenda with the recommendations from the housing committee. Alderman Michales stated that timeline would be cutting it close. Mr. Walsh stated that he may not get the comments incorporated into the draft law by then and any changes after that would require another public hearing, but he would try to complete it by then.

Mayor Feiszli called the fifteenth Common Council meeting of the year to order at 7:17 PM.

## **PLEDGE OF ALLEGIANCE**

## **PUBLIC COMMENT**

Lorraine Karpowitch spoke against dissolution of the City of Cortland.

Cindy Halpin thanked Alderman Hayes for meeting with residents. She stated that she is opposed to the parking kiosks on Harrington Street where she lives. She further stated that the kiosks would turn it into an official parking area for the college instead of a residential street.

Gene Palmer spoke about the requests to fill vacancies or anticipated vacancies. He asked the Council how we will pay for the jobs in future years, even though they are in the budget for this year. He stated that he would like the City do more with less.

Jo Schaffer, a Cortland City Planning Commissioner, read a letter into the record regarding the SUNY Cortland construction project. The Commission would like to ensure that the project does not have an adverse effect on the City Water Works. She provided the Council with a list of six other sites the college had deemed acceptable locations for the building and requested that the Mayor and Council enter into discussions with the college. She further stated that she questions if the college has completed a public SEQR review and urged the college to be good neighbors and be open and transparent.

Mayor Feiszli stated that the letter was received and that she has spoken to the facilities department at the college and asked for a response. She further stated that the college did do a SEQR and it was a negative declaration.

Reverend Michael Mishkowski spoke in response to an article in the paper about the City looking to start a storm water fee. He stated that he is opposed to the fee on houses of worship and non-profits. He further stated that he feels it is unjust and unconstitutional to impose these fees and it is a concern to his church, especially with the sprinkler system laws and fees that were imposed.

Harold Hyde spoke in memory of his best friend, Ronnie Dio, who passed away on May 16, 2010 after a battle with cancer. He asked that the Council designate July 10, Ronnie Dio's birthday, as Ronnie Dio Day. He stated that there will be a concert on Main Street on July 23 to benefit Stand Up and Shout for cancer. All the funds raised will go back to the Ronnie Dio Fund to fight cancer.

#### Minutes of May 18, 2010

**RESOLUTION #132 OF 2010** – Approve the minutes of May 18, 2010.

By: Alderman Craig  
Seconded: Alderman Quail

Approved: Ayes – 7  
Nays – 0

Hearing no changes or corrections, the minutes were approved.

#### **REPORTS**

Mark Spawn, representing the New York State Association of Chiefs of Police, presented an award to the Cortland City Police Department for Best Practices for Sex Offender Management. The award recognizes police agencies that have been proactive in managing sex offenders in their community and is based on policy, community notification and enforcement. He stated that the Cortland City Police Department has gone above the minimum standards to check on the offenders with higher frequency. Chief Catalano was present to accept the award and praised his staff for their efforts to achieve this level of accreditation.

#### **PROCLAMATIONS**

Mayor Feiszli read a proclamation of recommitment to full implementation of the Americans with Disabilities Act (ADA) in recognition of the 20<sup>th</sup> anniversary of passage of this historic legislation. Fran Pizzola, a founding member of Access to Independence, was present to accept the proclamation.

Mayor Feiszli read a proclamation in recognition of Ronnie James Dio, a very beloved resident of the City of Cortland, and proclaimed July 10 as Ronnie Dio Day. Butch Hyde was present to accept the proclamation on behalf of Mr. Dio's wife.

Mayor Feiszli read a proclamation recognizing June 15, 2010 as World Elder Abuse Awareness Day.

#### **WARD REPORTS**

Alderman Ferguson will hold a Ward 7 meeting on Thursday at 7:00pm at the Beard Building.

Alderman Ferguson has received phone calls about long term garage sales and asked when a 24/7 garage sale becomes a business. She has also received complaints about the number of cars coming and going from a residence.

Alderman Tobin stated that the Housing Committee met last night to work on the vacant building registry and they have forwarded the information to the Mayor and it will also be distributed to the Council. They are holding a meeting on Wednesday, June 23 at 8:00pm on the rental registration process to answer questions and talk with people.

Alderman Tobin stated that some residents have had trouble getting their water bill payments through the Post Office and suggested that people verify that their check had cleared in case the City had not received their water bill payment.

Alderman Quail has been contacted by people who are against the storm water fee. He also has some concerns about the property owned by Housing Visions on South Main Street and has asked them to come in and talk with him about these issues.

Alderman Hayes held a meeting at the Beard Building to discuss the proposed kiosks. She stated that the turnout was great and thanked the Mayor, Mr. Gazda and Chief Catalano for attending. She is still receiving emails with comments and suggestions and will compile them and forward the information to other Council members.

#### **UNFINISHED BUSINESS:**

**RESOLUTION #133** OF 2010 - Resolution to lift the hiring freeze for a (non confidential) clerical position for the Fire Department. (Council request to table at May 18, 2010 meeting)

By: Alderman Hayes  
Seconded: Alderman Michales

Approved: Ayes – 4  
Nays – 3 (Craig, Tobin, Quail)

Mr. Gazda reviewed the information and recommendations he had given to the Council members in advance of the meeting including scenarios for full and part time positions as well as use of overtime.

He stated that overtime is the cheapest route to go, but not the best route to go. With full and part time choices, the City would be liable for health benefits even under a part time position. He further stated that dollar for dollar, it makes more sense to go with a full time position to get a better bang for our buck.

Chief Glover stated that with the overtime option, the person we have been using has been working on items from home. If her normal day were extended hours, he didn't know if she would be interested.

Alderman Michales stated that the City needs to explore all avenues at this point.

Mr. Gazda stated that a temp services position is the only thing that we haven't explored, but this position deals with personnel information and other financial information. In addition, he stated that the City would still be paying a similar hourly rate with risk of turnover.

Mayor Feiszli asked if there was any further discussion.

**RESOLUTION #134 OF 2010 – To Table** Resolution to lift the hiring freeze for one (1) Laborer and one (1) Operator for the Waste Water Treatment Plant. (Alderman Dye)

**Motion to Table:**

By: Alderman Dye  
Seconded: Alderman Michales

Approved: Ayes – 6  
Nays – 1 (Tobin)

Alderman Dye asked that the resolution be tabled as the City was planning to have a consultant study the department and make recommendations for staffing levels.

**RESOLUTION #135 OF 2010 - Resolution to contract Barton & Loguidice for professional services to study and recommend staffing levels for Waste Water Treatment Plant. (Common Council) (Tabled by Common Council on May 18, 2010 meeting.)**

By: Alderman Dye  
Seconded: Alderman Tobin

Approved: Ayes – 7  
Nays – 0

Ken Knutsen, Senior Vice President, and Donald Davis, Senior Water Quality Scientist, from Barton & Loguidice were present to speak.

Alderman Michales asked how long the study would take. Harvey Davis stated that it would be a short time to prepare because there were several approaching requirements with deadlines.

Mr. Davis provided a historical perspective on staffing levels and the wastewater treatment facility, referencing a 1977 staffing study. He stated that New York State was not on board during the early phases of the Chesapeake Bay initiative, but was now required to comply and that was going to increase the need for staff.

Mr. Davis stated that the civil service positions today are still based on the 1977 study. He has met with the Mayor on the issue to identify the correct positions and titles that are needed and now is the time to get these in place.

Alderman Dye asked if the laborer's position would be progressive and Mr. Davis stated that it would, but the City would need to talk with Civil Service on this issue. Mr. Davis stated that this is a prime time to move forward based on what the new study reveals and the environmental challenges we are going to have.

Mayor Feiszli stated that there are funds in the Wastewater budget for the study and funding is available for one of these positions. She added that one (1) employee is retiring in August and Mr. Davis is retiring next year. She stated that the City needs to replace them while we still have seasoned personnel available to train them.

Alderman Michales asked about the cost. Mr. Davis stated it would be \$9,500 for Barton & Loguidice to complete the study.

Alderman Hayes stated that Mr. Davis sent an email a month ago with a website for the Council members to look at. In reading that document, she found information telling how to do a staffing level study yourself.

Mr. Davis stated that he has done that and the difference is this will be more comprehensive than the internal study and review other details for classification of positions and the facility that may need to be updated or corrected.

Mr. Knutsen stated that the results of the staffing study would be incorporated under the Chesapeake Bay initiative with intent to maximize the City's chance to get this funded. He further stated that they would dig into current staffing levels and expertise, look at budgets, job descriptions, asset management, and things sitting idle. They will determine what is not getting done and why and what level of staff is needed to get the preventative maintenance program back up to speed. They will also look at duties outside the day to day operation of the plant such as storm water management. They will prepare an organization chart for now and what the City will need for succession planning.

Alderman Quail asked if the study would include assessment of productivity of current staff. Mr. Knutsen responded that they will look at percentage of time doing what for current staff to help identify efficiencies.

Alderman Quail stated that the department is not currently clocking in on work orders so they don't know how long these tasks take.

Mr. Davis stated that Barton & Loguidice will be interviewing all staff on what they are doing, how they are doing it, what tasks they are assigned, and how long it takes. He stated that he would bring his expertise to evaluate that work load.

Alderman Quail stated that he is concerned about studies that tell us our staffing needs without stepping foot in our facility. Mayor Feiszli stated that the City did receive information from the DEC on comparative communities and their staffing levels which led to the request to Barton & Loguidice to provide a quote for the study. Mr. Knutsen stated that they will do a workshop and come back to the City with their findings.

Alderman Tobin asked about the timeline. Mr. Knutsen stated that the City needed information for the Chesapeake Bay initiative by August. Mr. Davis stated that the DEC wants the finalization report by August.

**RESOLUTION #136 OF 2010 – To Table** Consideration of a Resolution to adopt a Strategic Planning Committee until the July 20, 2010 meeting. (Alderman Quail) (Request to table at May 18, 2010 meeting.)

**Motion to Discuss:**

By: Alderman Quail  
Seconded: Alderman Tobin

**Motion to Table:**

By: Alderman Quail  
Seconded: Alderman Tobin

Approved: Ayes – 7  
Nays - 0

Alderman Quail stated that he had a meeting a few weeks ago with Charles Zettek. Mr. Zettek is willing to come to Cortland to talk with the Council and is available on July 8 at 6:00 pm for a work session. Mr. Zettek recommended that Alderman Quail contact NYCOM and the Attorney General's Office before this process was begun. Alderman Quail would rather not start the committee at this point and again asked to table this.

He further stated that he has contacted the Attorney General to make certain we are clear on the time table. Alderman Hayes expressed concern that we are still focusing on dissolution not strategic planning.

Mayor Feiszli asked if Alderman Quail had drafted a mission statement yet. Alderman Quail stated that he provided a vision statement and summary to the Council. The Mayor asked if the Council would go over the vision statement at the July 6 meeting.

Alderman Quail stated that he had forwarded information from Charles Zettek about the timeline with suggestions for the Council to look at.

Mayor Feiszli stated that interested people should be alerted about the meeting. Alderman Quail said he would send them an email.

Alderman Tobin asked if the time line is still talking about dissolution. Alderman Quail stated that the time line discussion happens before deciding to talk about a committee for dissolution or a committee for consolidation.

Alderman Quail stated that Cortlandville and Cortland County are not interested in consolidation. Mayor Feiszli clarified that he was expressing his opinion and asked Alderman Quail to contact her on this issue. Alderman Quail stated his opinion was based on conversations he has had with Cortlandville representatives and the Chair of the County Legislature.

Mayor Feiszli asked if the City would need approval from the State.

Alderman Quail responded, the State, not the County. It would require petitions and then a vote on the ballot. The State Legislature would have to un-incorporate us. He further stated that he would like Charles Zettek to come in and explain the process to the Council. Mayor Feiszli asked for more communication from Alderman Quail related to Cortlandville and Cortland County.

Alderman Tobin clarified that the resolution being suggested is just a concept for a Strategic Planning Committee and if the Council tables it, what exactly was being tabled. He further asked what the Council would have from Mr. Zettek's presentation.

Alderman Quail stated that Mr. Zettek will lay out the process for consolidation that he has followed in several communities and the Council will be better informed about how we want to lay out our mission statement. He further stated that it may be a good idea to invite the Cortlandville Town Board and County Legislature for that presentation.

Item No. 5 - Set a date and time for a Public Hearing regarding the Adult Entertainment Law. (Corporation Counsel Walsh)

Mr. Walsh asked that the resolution be pulled from the agenda stating that it had not been referred to the City Planning Commission. Mayor Feiszli pulled the item and referred it to the City Planning Commission and will bring it back at a future date.

**AGENDA:**

**RESOLUTION #137** OF 2010 – Consideration of a Resolution to approve the Main Street Music Series Committee to:

- 1) Waive the open container alcohol regulation. (Amy Bertini)
- 2) Close the Market Place Mall parking lot at 1:00 P.M. on Friday, August 13, 2010 for the additional concert. (Amy Bertini)

By: Alderman Tobin  
Seconded: Alderman Michales

Approved: Ayes – 7  
Nays – 0

Mayor Feiszli noted that there were many people in the audience waiting to hear the Council discuss the resolution about the Fire Department staffing. She asked that the Council come back to this Microenterprise resolution later in the agenda to allow the Council to address that resolution before going into executive session. Council members agreed to the agenda change.

**RESOLUTION #138** OF 2010 - Resolution to lift the hiring freeze to replace two (2) shift firefighters. (Chief Glover)

**Motion to Discuss:**

By: Alderman Craig  
Seconded: Alderman Tobin

Chief Glover stated that he has a number of vacancies due to promotions, retirement and has additional retirement papers dated June 24. He asked the Council to lift the hiring freeze to replace these three (3) positions. He further stated that he has at least three (3) more retirements expected before the end of the year and asked that he not have to come back to the Council for those future retirements. Chief Glover stated that he has hired one (1) fire fighter

who is already trained from another fire department. He will continue to try and minimize our costs while they (new hires) are at the training academy.

Alderman Ferguson asked what is involved in hiring someone who has been a volunteer. Chief Glover stated that there is a Civil Service test for fire fighters and the individual must be in the top three scores on the exam. He stated that there is a provision to have a local list, but that may limit the department's ability to try and save the City money.

Alderman Ferguson asked about the cost to train a volunteer fire fighter. Chief Glover stated that being a volunteer fire fighter doesn't guarantee the job. Alderman Ferguson stated that since we have men who are volunteer fire fighters who are interested in becoming a paid fire fighter, there should be a way (to hire them).

Chief Glover stated that they have to be reachable. They need EMT certification and must be in the top three for the Civil Service exam.

Mayor Feiszli asked how many fire fighters are on staff.

Chief Glover stated twenty-one (21). They lost a position to the Code Office, but he only helps out from 9:00 to 5:00, not on a shift.

Mayor Feiszli asked about the number of captains. Chief Glover stated the department has ten (10) captains and two (2) electricians, but one (1) is retiring.

Mayor Feiszli asked how many are retiring this year. Chief Glover stated that one (1) retires next week, one (1) in August, one (1) at the end of the year, and one (1) somewhere during the year. He stated it would be one (1) captain and two (2) fire fighters.

Chief Glover stated that there was an academy class starting in the latter part of August. He hopes to hire them now to get them through the academy so they are ready to go when these people retire.

Alderman Tobin asked if there were ten (10) captains currently and twenty-one (21) fire fighters. Mayor Feiszli stated those figures include the fire fighters in the Code Office. She further stated that the minimum staffing level is twenty-two (22) fire fighters, ten (10) captains and two (2) electricians by the contract.

Alderman Michales asked if the Code person is still available to fight fires. Chief Glover stated that he is available Monday through Friday only.

Alderman Ferguson stated that in essence, they are not additional money, just replacing positions. Chief Glover stated that the department saved money on the Assistant Chief's salary, as well.

Alderman Tobin asked how many have filed papers to retire. Chief Glover stated that one (1) has retired and one (1) has filed. Another one (1) tells him in August and two (2) others are telling him some time this year.

Alderman Tobin stated that we only really know that there are two (2) that are out and the one (1) lost to Code.

Alderman Hayes stated that she has an issue with budgetary issues to say it is open hiring season. What if they don't go?

Chief Glover stated that he would not come back and ask to hire people if these individuals have not retired. He further stated that we have to have trained people to put into their place. If they are not trained, they go to the academy and I have to cover their time with overtime.

Alderman Quail suggested that the Council split in now, since there are three (3) retirees that we know of and three (3) that we are not positive about.

Mayor Feiszli stated that she does not support a full time fire fighter in the Code Office and if you include that individual, we are at current staffing levels by contract.

Alderman Hayes stated she was more likely to go with the split and made a motion to amend the current resolution to read "replace three (3) fire fighters."

**Motion to amend current resolution (withdrawn):**

By: Alderman Hayes  
Seconded: Alderman Ferguson

Alderman Ferguson stated that when these people leave, they will be short and seconded the motion to amend the resolution.

Alderman Quail asked if the amended resolution included the one (1) in the Code Office. Chief Glover stated that none of these individuals will be in the Code Office.

Mayor Feiszli stated that she would not support lifting the hiring freeze for the Fire Department at this time. They are at staffing levels right now.

Alderman Tobin stated that he is comfortable going with twenty-two (22) fire fighters and ten (10) captains as we are contracted. He stated that he understands the Chief's concerns about having a fire fighter in Code, but thinks it can be worked out to use staff from Code.

Chief Glover stated that the department can't use day time fire fighters to cover shift work. They are available Monday through Friday from 9 to 5 but it doesn't do anything for the night time shifts they have to cover.

Alderman Tobin asked how many are assigned now. Chief Glover stated there are six (6) fire fighters assigned minimally, excluding the fire fighters in Code. Alderman Tobin stated eight (8) on during the day and six (6) on in the evenings.

Chief Glover stated that six (6) people is too small a number to put the proper number of fire fighters on the scene of an incident. The Code officers cannot be figured in to that number.

Mayor Feiszli asked if the current fire fighter in Code was full time, what the salary would be. Chief Glover responded \$54,000 approximately.

Alderman Michales stated he is still trying to hash out who goes where. Chief Glover stated that other cities have looked a Cortland as a model to follow and the department has been recognized by NYCOM .

Alderman Tobin asked if the staffing of eight (8) during the day and five (5) at night was because it is harder for volunteers to respond during the day.

Chief Glover stated that they have seen volunteer numbers dwindle as well as career fire fighters at the same time responsibilities have increased and there are more hazardous materials.

Alderman Quail stated that he really wants to bring in two (2) fire fighters now that he understands it.

Alderman Ferguson withdrew her second to the original amended motion.

Alderman Hayes presented a new amended motion to read "replace two (2) shift fire fighters."

**Motion to amend current resolution:**

By: Alderman Hayes  
Seconded: Alderman Ferguson

Approved: Ayes – 7  
Nays – 0

Alderman Tobin asked Chief Glover for ideas to increase the number of volunteer fire fighters. Chief Glover stated that if the Council would give him an administrative assistant, he and the Assistant Chief can work on recruiting more volunteers.

Chief Glover stated that he will be bringing a mutual aid agreement to the Council in the future for discussion.

Item No. 2 - Consideration of Loan Committee recommendations for funding of Microenterprise projects from Microenterprise grant recently awarded to the City from the NYS Office of Community Renewal. Recommendations may include funding of loan(s) from Program Income Loan Program for a project(s). Since projects involve financial and funding information, any discussion should be held in Executive Session. (Thoma Development)

**MOTION TO GO INTO EXECUTIVE SESSION**

By: Alderman Hayes  
Seconded: Alderman Tobin

Approved: Ayes – 7  
Nays - 0

**MOTION TO COME OUT OF EXECUTIVE SESSION**

By: Alderman Tobin  
Seconded: Alderman Craig

Approved: Ayes – 7  
Nays – 0

**RESOLUTION #139** OF 2010 – Consideration of a Resolution to approve Loan Committee recommendations for funding of Microenterprise projects from Microenterprise grant recently awarded to the City from the NYS Office of Community Renewal for five (5) Microenterprise grants totaling \$109,245 and a loan from the Program Income Loan Program for \$16,500.

By: Alderman Craig  
Seconded: Alderman Tobin

Approved: Ayes – 7  
Nays – 0

Names of participating businesses and the amounts they will receive:

Indulge - \$35,000 grant  
Green Sun Solar - \$19,000 grant  
East Side Bakery - \$16,000 grant  
Logo This - \$22,685 grant  
Daily Grind South - \$16,560 grant and \$16,500 program income loan

**RESOLUTION #140** OF 2010 – Resolution to close Main Street from Clinton Avenue to Port Watson Street from 10:00 AM to 5:00 PM on Saturday, August 7, 2010 for a Ronnie Dio “Stand Up and Shout” fundraiser. (Mayor Feiszli)

By: Alderman Hayes  
Seconded: Alderman Ferguson

Approved: Ayes – 7  
Nays – 0

Mayor Feiszli read the details of planned activities for the event and stated that it has the potential to become an annual event.

Alderman Tobin asked if the microbrew would need a waiver of the open container law. Mayor Feiszli stated that the microbrewers would need to do that themselves and right now, the resolution is just to close off the street.

**RESOLUTION #141** OF 2010 - Resolution to authorize the Mayor to enter into a contract for professional services to create a Human Resources Book for City employees. (Mayor Feiszli)

By: Alderman Craig  
Seconded: Alderman Tobin

Approved: Ayes – 7  
Nays – 0

Alderman Tobin asked what would be involved for the project. Mayor Feiszli stated that the City has a proposal that will look at current contracts, policies and procedures such as credit card use and vehicle use, and any other items that the State Comptroller listed in his report including discipline procedures.

Alderman Hayes stated that the Personnel Committee talked about going with a company as it provides protection for the City, but it was her understanding that it would be on the next agenda because the committee was going to discuss and go through which of the responses to RFP were most appropriate. She thought it would be on the agenda for the July 6 meeting. She further stated that she can't say for sure that this was the best one.

Mayor Feiszli stated that Aldermen Dye and Ferguson met with Benefit Consulting and this is what they recommended and this is what the Mayor is recommending for the HR manual.

Alderman Hayes agreed to go with their recommendation. Alderman Dye stated that Benefit Consulting Group offers more services than HR1 and they will be doing the health insurance part of it, too. Alderman Ferguson stated that because of their multi services, they can give the City a better fee.

Mayor Feiszli stated that we have a proposal for \$3,000. Alderman Hayes asked if there is anything above and beyond that, will it cost more than what is outlined. Alderman Dye stated that the eighteen (18) things on the list are quite a bit. Mayor Feiszli stated that considering the City hasn't had anything, this is going a long way.

The Mayor stated that she has reviewed the policies they will be assisting with. Alderman Dye stated that as part of the fee, they will hold classes with all the department heads. Mayor Feiszli stated that the first draft will be review by the Council, departments and the Personnel Committee.

Alderman Quail asked how the work would be funded. Mr. Gazda stated that previous bonding included money for code compliance and there is \$7,000 that hasn't been spent, so the City will utilize that fund.

Mayor Feiszli stated it will take three (3) to six (6) months, depending on the process, for internal review by the City.

**RESOLUTION #142 OF 2010 - Resolution to approve the Mayor's appointment of Emily Alexander to the Ethics Committee. (Mayor Feiszli)**

By: Alderman Michales  
Seconded: Alderman Hayes

Approved: Ayes – 7  
Nays - 0

Mayor Feiszli stated that the appointment was based on recommendations from Alderman Michales and Mr. Walsh.

**RESOLUTION #143 OF 2010 - Resolution to approve the Mayor's appointment of Barry Batzing to the Cortland Water Board. (Mayor Feiszli)**

By: Alderman Quail  
Seconded: Alderman Hayes

Approved: Ayes – 7  
Nays – 0

**RESOLUTION #144** OF 2010 - Resolution to approve the revised Mission Statement for the Financial Advisory Committee. (Financial Advisory Committee)

By: Alderman Tobin  
 Seconded: Alderman Dye

Approved: Ayes – 7  
 Nays – 0

Alderman Dye reviewed some of the responsibilities listed for the Committee and asked about the authority to request financial and procedural information from the Office of Administration and Finance or Common Council and review and make recommendations to the Council on all capital projects and equipment purchases that exceed \$20,000. Alderman Dye thought that items over \$10,000 would need to have an RFP. Mr. Gazda stated that the limit of \$10,000 was for service contracts and that the State had increased the limit for capital purchases to \$35,000.

Mr. Gazda stated that the revisions limit the power of the committee based on the last meeting, so that section was fine tuned down. He further stated that the changes state that the Finance and Administration Office and the Council, per the Charter, have the right to go through and ask anyone for information.

**RESOLUTION #145** OF 2010 – Consideration of a Resolution for the approval of several budget modifications. (Bryan Gazda)

The Water Fund has requested the following modifications to their budget:

	<u>Transfer to</u>	<u>Transfer from</u>
F1990-40000 Contingencies		\$ 187.48
F8340-40220 Repair Parts	\$ 187.48	
F1990-40000 Contingencies		\$3,285.24
F8340-40220 Repair Parts	\$ 965.75	
F8340-40230 Repair Labor	\$1,525.00	
F9040-80000 Worker's Comp.	\$ 794.49	

Director of Administration and Finance Gazda is requesting the following budget transfers:

	<u>Transfer to</u>	<u>Transfer from</u>
A1990-40000 Contingencies		\$152.00
		\$ 80.00
		\$91.14
		\$ 83.61

\$1,890.28

A1210-41500 Executive Mayor - Contractual	\$152.00	
A1210-41600 Executive Mayor - Travel	\$80.00	
A1420-40300 Law - Office Supplies	\$ 91.14	
A1420-41100 Law – Utilities/Phone	\$ 83.61	
A1930-40000 Judgments & Claims	\$ 1,890.28	
A1420-41800 Law – Postage		\$ 29.75
A1420-41600 Law – Travel	\$ 29.75	

The DPW is requesting the following budget transfer:

	<u>Transfer to</u>	<u>Transfer from</u>
A5110-40500 DPW Street Maint. Funct. Ops.		\$92.50
A5010-41800 DPW Street Admin. Postage	\$92.50	

By: Alderman Craig  
Seconded: Alderman Ferguson

Approved: Ayes – 7  
Nays – 0

Mr. Gazda presented documents related to the requested budget modifications.

Alderman Quail asked if the City was going to draw down the contingency for those that are over spent, but not touch those that are under spent. Mr. Gazda stated that he was correct as these budgets do not have any discretionary money to cover these expenses.

Mayor Feiszli asked if Mr. Gazda was working on the second quarterly report. Mr. Gazda stated that he was doing them monthly now and was working on May's report to the Council.

Alderman Hayes asked if the Council should expect to see more of these requests from the Mayor's office and the Law Department. Mr. Gazda stated that there could be more. Mr. Walsh stated that his department's office supply line was \$200 for the year which is inadequate to run the office.

### New Business

Mr. Gazda told the Council that he is moving forward to look at new accounting software and his goal is to have something to the Council by the second meeting in August. He also stated that tentatively the auctioneer is looking at July 31 for the property auction.

Alderman Quail asked if the City was considering MUNIS as the accounting software. Mr. Gazda stated that they are looking at it as well as the one suggested by the Comptroller's Office and others that will get the same thing done for less.

**MOTION TO GO INTO EXECUTIVE SESSION TO DISCUSS PENDING LITIGATION:**

By: Alderman Tobin  
Seconded: Alderman Craig  
  
Approved: Ayes – 7  
Nays – 0

**MOTION TO COME OUT OF EXECUTIVE SESSION:**

By: Alderman Craig  
Seconded: Alderman Hayes  
  
Approved: Ayes – 7  
Nays – 0

Adjournment

Hearing no other business, Mayor Feiszli adjourned the meeting at 10:33pm.

**I, CAROL TYTLER, CITY CLERK OF THE CITY OF CORTLAND, NEW YORK DO HEREBY CERTIFY THAT SAID RESOLUTIONS WERE ADOPTED AT A REGULAR MEETING OF THE COMMON COUNCIL OF THE CITY OF CORTLAND, HELD ON THE 15th DAY OF JUNE 2010. I FURTHER CERTIFY THE FOREGOING RESOLUTIONS WERE PRESENTED TO THE MAYOR IN THE TIME REQUIRED.**

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CAROL TYTLER – CITY CLERK

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MAYOR SUSAN FEISZLI